

File No. 160422 Committee Item No. 2
 Board Item No. 8

COMMITTEE/BOARD OF SUPERVISORS
 AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date July 21, 2016

Board of Supervisors Meeting Date 8/2/16
 Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Legislative Digest |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
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| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
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OTHER (Use back side if additional space is needed)

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Referral BIC 05/02/2016 |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Referral Fire Comm 05/02/2016 |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Response CEQA 05/06/2016 |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Committee Report Request 07/05/2016 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Presidential Action Form 07/13/2016 |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | COMMITTEE REPORT MEMO - 7/22/2016 |
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Completed by: Erica Major Date July 15, 2016
 Completed by: JM Date 7/25/2016

BOARD of SUPERVISORS



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MEMORANDUM

GOVERNMENT AUDIT AND OVERSIGHT COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

TO: Supervisor Aaron Peskin, Chair
Government Audit and Oversight Committee

FROM: Erica Major, Assistant Clerk, Government Audit and Oversight Committee

DATE: July 22, 2016

SUBJECT: **COMMITTEE REPORT, BOARD MEETING**
Tuesday, July 26, 2016

The following file should be presented as a **COMMITTEE REPORT** at the Board meeting, Tuesday, July 26, 2016. This item was acted upon at the Government Audit and Oversight Committee Meeting on July 21, 2016 at 9:30 a.m., by the votes indicated.

Item No. 58 File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide residential tenants with an annual written notice of smoke alarm requirements and require owners of buildings with three or more dwelling units file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021 or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire, require re-inspection(s) of the premises by the Department of Building Inspection after a fire that has resulted in the displacement of residential occupants, and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

AMENDED, AMENDMENT OF THE WHOLE BEARING NEW TITLE

Vote: Supervisor Aaron Peskin - Aye
Supervisor Campos - Aye
Supervisor London Breed - Aye
Supervisor Norman Yee - Excused

RECOMMENDED AS AMENDED AS A COMMITTEE REPORT

Vote: Supervisor Aaron Peskin - Aye
Supervisor Campos - Aye
Supervisor London Breed - Absent
Supervisor Norman Yee - Excused

cc: Board of Supervisors
Angela Calvillo, Clerk of the Board
Alisa Somera, Legislative Deputy Director
Jon Givner, Deputy City Attorney

1 [Fire, Housing, Building Codes - Fire Safety Requirements for Existing Buildings]

2
3 **Ordinance amending the Fire Code and the Housing Code to require building owners**
4 **provide residential tenants with an annual written notice of smoke alarm requirements**
5 **and require building owners of buildings with three or more dwelling units file a**
6 **statement of compliance with annual fire alarm testing and inspection requirements**
7 **every two years; amending the Fire Code and Building Code to require building owners**
8 **to upgrade existing fire alarm systems by July 1, 2021 or upon completion of \$50,000 or**
9 **more of construction work, whichever occurs earlier; amending the Building Code to**
10 **require owners of Apartment Houses damaged by fire to submit an Action Plan to the**
11 **City within 30 days of the fire, require re-inspection(s) of the premises by the**
12 **Department of Building Inspection after a fire that has resulted in the displacement of**
13 **residential occupants, and requiring owners of buildings in Group R occupancies with**
14 **six or more units to install fire blocks in open accessible attics when performing**
15 **\$50,000 or more of construction work; affirming the Planning Department's**
16 **determination under the California Environmental Quality Act; making findings under**
17 **the California Health and Safety Code; and directing the Clerk of the Board of**
18 **Supervisors to forward this ordinance to the California Building Standards**
19 **Commission upon final passage as required by State law.**

20 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
21 **Additions to Codes** are in *single-underline italics Times New Roman font*.
22 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
23 **Board amendment additions** are in double-underlined Arial font.
24 **Board amendment deletions** are in ~~strikethrough Arial font~~.
25 **Asterisks (* * * *)** indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

1 Section 1. Findings.

2 (a) The Planning Department has determined that the actions contemplated in this
3 ordinance comply with the California Environmental Quality Act (California Public Resources
4 Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of
5 Supervisors in File No. 160422 and is incorporated herein by reference. The Board affirms
6 this determination.

7 (b) On May 18, 2016, the Building Inspection Commission considered this
8 ordinance at a duly noticed public hearing pursuant to Charter Section D3.750.5.

9 (c) On June 9, 2016, the Fire Commission considered this ordinance at a duly
10 noticed public hearing.

11
12 Section 2. Findings under California Health and Safety Code. The Board of
13 Supervisors hereby finds that the following local conditions apply to the amendments to the
14 Fire, Building, and Housing Codes enacted by this ordinance:

15 (1) The City and County of San Francisco is unique among California communities
16 with respect to the possible causes and effects of fires, including fires in residential multi-unit
17 buildings. Among other things, San Francisco is located on an active seismic zone; certain
18 buildings in San Francisco are at an increased risk for earthquake-induced failure and
19 consequent fire because of local hazardous microzones, slide areas, and local liquefaction
20 hazards; enhanced fire, structural, and other protections are required due to high building
21 density and high occupancy in many buildings.

22 (2) San Francisco has narrow and crowded sidewalks due to building and
23 population density and unusual topography; and San Francisco has numerous high-rise
24 buildings, including residential buildings with large numbers of people living therein. For these
5 reasons, fires in San Francisco can be especially devastating, and the need for extra

1 measures to prepare for and cope with fires is especially pressing, particularly regarding
2 people who live in multi-unit residential buildings, and who may face fire dangers any day of
3 the week and any hour of the day or night.

4 (3) California Health and Safety Code Sections 17958 and 17958.5 allow the City to
5 make changes or modifications in the requirements contained in the provisions published by
6 the California Building Standards Commission, including the California Fire Code, when those
7 changes or modifications are reasonably necessary because of local climatic, geological, or
8 topographical conditions. California Health and Safety Code Section 17958.7 provides that
9 before making any such changes or modifications, the governing body must make express
10 findings that such changes or modifications are reasonably necessary because of the
11 specified local conditions, and those findings shall be filed with the California Building
12 Standards Commission.

13 (4) Pursuant to the applicable California Health and Safety Code sections, the
14 Board of Supervisors finds and determines that the conditions described above constitute a
15 general summary of the most significant local conditions giving rise to the need for variance
16 from the California Fire and Building Codes and any other applicable provisions published by
17 the California Building Standards Commission. Further, the Board of Supervisors finds and
18 determines that the proposed variances are reasonably necessary based on these local
19 conditions, and that these conditions justify more restrictive standards applicable to the
20 provision of fire safety information to persons living in multi-unit residential buildings in San
21 Francisco.

22
23 Section 3. The Fire Code is hereby amended by adding Sections 907.2.11.6 and
24 1103.7.6.1, and revising Section 907.8.5, to read as follows:

25 *907.2.11.6. [For SF] Smoke Alarm Information Disclosure.*

1 (a) Annual Smoke Alarm Information Notice. On or before January 31, 2017, and on or
2 before January 31 of each year thereafter, owners of a dwelling unit intended for human occupancy in
3 which one or more units is rented or leased shall provide each tenant with a written notice regarding
4 smoke alarm requirements on a form provided by the Fire Department. The Fire Department shall
5 develop the notice in consultation with the Department of Building Inspection and shall make the notice
6 available on its website in English, Spanish, and Chinese. The Fire Department shall update the notice
7 as necessary from time to time to reflect changes in the law, and the owner shall provide the most
8 recent notice to tenants. The notice shall include, but not be limited to, the following information:

9 (1) information regarding the importance of maintaining smoke alarms in working
10 condition for life safety;

11 (2) a brief summary of legal requirements for smoke alarms in dwelling units;

12 (3) a statement that the landlord is obligated to provide operable smoke alarms in good
13 working condition in the dwelling unit in accordance with the Housing Code and Fire Code and the
14 landlord must promptly repair or replace inoperable smoke alarms upon request; and

15 (4) attached as a separate appendix to the notice, a list, to be prepared by the Rent
16 Board, of tenants' rights organizations that provide counseling to tenants on issues related to fires, and
17 contact information for those organizations.

18 (b) Posting Requirement. For all Apartment Houses as defined in the Housing Code, the
19 building owner shall post the notice referenced in subsection (a) in at least one conspicuous location in
20 a common area of each floor of the building.

21 * * * *

22 **907.8.5. [For SF] Maintenance, Inspection, and Testing.**

23 (a) Testing, Inspection and Filing Requirements. The building owner is responsible to
24 maintain the fire and life safety systems in an operable condition at all times. The building
5 owner must have the system(s) tested and inspected every year by ~~Ss~~service personnel ~~shall~~ who meet

1 the qualification requirements of NFPA 72, as amended from time to time, for maintaining,
2 inspecting, and testing of the systems.

3 (1) Filing Statement of Compliance. With regard to fire alarm systems in
4 Apartment Houses, as defined in the Housing Code, the building owner shall file a Statement of
5 Compliance with this annual testing and inspection requirement with the Fire Department of Building
6 Inspection, on a form provided by the Fire Department of Building Inspection, in accordance with
7 the following schedule: (4A) for buildings with nine or more units, on or before January 31, 2017, and
8 thereafter on or before January 31 of each odd-numbered year, and (2B) for buildings with less than
9 nine units, on or before January 31, 2018, and thereafter on or before January 31 of each even-
10 numbered year. The Department of Building Inspection Fire Department shall consult with the
11 Department of Building Inspection Fire Department in developing the Statement of Compliance
12 form. The Fire Department of Building Inspection shall post all Statements of Compliance it receives
13 on a City website maintained by the Fire Department of Building Inspection no later than 60 days
14 from January 31 each year the date of receipt of the Statement of Compliance as provided in
15 subsection (c) of Section 908 of the Housing Code.

16 (2) Posting Statement of Compliance in Common Area. In addition to filing
17 the Statement of Compliance, the building owner shall post a copy of the most recently filed
18 Statement of Compliance in at least one conspicuous location in a common area of each floor
19 of the building or, if no such common area(s) exist, the building owner shall provide a copy to
20 each residential tenant in the building. The building owner shall comply with this requirement
21 no later than 60 days from the date of filing of the Statement of Compliance.

22 (3) Enforcement. For purposes of enforcement of this subsection (a), the Fire
23 Department of Building Inspection shall be responsible only for posting the Statement of Compliance
24 forms on the City website, and the Fire Department and/or the Department of Building Inspection shall
25 respond to any complaint received by the respective department pertaining to compliance with this

1 subsection in the case of the Fire Department, or compliance with Section 908 of the Housing
2 Code in the case of the Department of Building Inspection. The Departments may also enforce
3 this subsection these requirements pursuant to periodic health and safety inspections required by
4 code.

5 (b) Recordkeeping. The building owner shall maintain ~~W~~written records of inspection and
6 testing, as specified in NFPA 72, as amended from time to time, shall be provided to the fire code
7 official upon request. Records shall be maintained until the next test and for ~~one~~ year thereafter.

8 (c) Sticker. The building owner shall place, or shall cause ~~S~~service personnel ~~shall to~~ place,
9 a sticker on the exterior of the fire alarm control panel cover that includes the company name,
10 phone number, and the date of the last inspection or testing.

11 * * * *

12 **1103.7.6.1. [For SF] Sleeping Area Requirements.**

13 For all buildings that are required to have a fire alarm system under this Code, the Building
14 Code, the Housing Code or any other law, the building owner shall upgrade the fire alarm system, if
15 necessary, to comply with the sound level requirement for sleeping areas set forth in Section 18.4.5.1 of
16 NFPA 72 (2013 edition), as amended from time to time, upon either (a) completion of work under
17 a building permit with a cost of construction of \$50,000 or more or (b) July 1, 2021, whichever occurs
18 first.

19
20 Section 4. The Building Code is hereby amended by adding Sections 106A.1.14
21 (including Sections 106A.1.14.1, 106A.1.14.2, 106A.1.14.3, and 106A.1.14.4, and
22 106A.1.14.5), 3401.8.2, and 3401.8.3, to read as follows:

23 **106A.1.14. Damaged apartment houses where residential occupants have been displaced;**
24 **preliminary information and Action Plan required. Whenever an Apartment House, as defined in the**
5 **Housing Code, has been damaged by fire or other emergency that results in the displacement of**

1 residential occupants, the property owner shall submit to the Department's Building Inspection
2 Division, with a copy to the Housing Inspection Division, the following information and an Action Plan
3 within the timeframe specified. The Department shall include a statement in all applicable Notices of
4 Violation issued pursuant to this Section that allowing the residential occupants to retrieve their
5 personal property in a safe manner through a visit supervised by the property owner's engineer,
6 general contractor, or other industry professional for a short duration is not in conflict with the issued
7 Notice of Violation.

8 **106A.1.14.1. Information submittal.** Within 72 hours of the posting of a Notice of
9 Violation on the subject site, the property owner shall provide the following information in writing:

10 (a) a description of the steps taken and the methods used to stabilize and secure the subject
11 building and premises, including but not limited to the following, as appropriate: (1) fencing the
12 building perimeter, (2) securely barricading all windows, openings, and other points of entry to the
13 building from the outside, (3) assessing the property at least weekly to ensure that no unauthorized
14 entry is occurring and that any fencing and barricades are secure and remain in place, and (4)
15 providing 24-hour security;

16 (b) if the City has determined that the subject building, or portions thereof, is unsafe for
17 occupancy, a description of the steps taken and the methods used to either secure the personal property
18 of the residential occupants or allow them to retrieve their personal property, including but not limited
19 to the following: (1) fencing the building perimeter, barricading all points of entry, or taking the other
20 steps listed in Section 106A.1.14.1(a) above, and (2) obtaining the recommendations of a structural
21 engineer or other appropriate consultant for allowing the residential occupants access to the building
22 or undamaged portions thereof for the purpose of obtaining their personal belongings; and

23 (c) the name and contact information of the owner or an agent of the owner who is able to
24 respond to questions and concerns from the residential occupants and others.

1 106A.1.14.2. Action Plan submittal. Within 30 days from release of the scene by the
2 Fire Department and other emergency responders, the property owner shall submit an Action Plan in
3 the form required by the Department that contains the following elements:

4 (a) a description of the steps taken and the methods used to stabilize and secure the subject
5 building and premises, including supporting documentation by a structural engineer or other industry
6 professional as specified in the Notice of Violation, including but not limited to the following, as
7 appropriate: (1) fencing the building perimeter, (2) securely barricading all windows, openings, and
8 other points of entry to the building from the outside, (3) assessing the property at least weekly to
9 ensure that no unauthorized entry is occurring and that any fencing and barricades are secure and
10 remain in place, and (4) providing 24-hour security;

11 (b) a summary of the extent of fire or water damage to the building, describing with specificity
12 the damage to individual dwelling units that were occupied prior to the damage by fire or other
13 emergency;

14 (c) a description of the repairs necessary to bring the building into compliance with any
15 Notices of Violation issued by the Department of Building Inspection, Fire Department, or Health
16 Department;

17 (d) a general schedule and description of the permits that will be filed to comply with (3)
18 above;

19 (e) the contact information of the individuals who will perform the work under (3) above, which
20 information shall be updated as necessary and kept current;

21 (f) an estimated date (month and year) when the displaced residential occupants can reoccupy
22 the building. The estimated date shall be within a time reasonably necessary to accomplish the required
23 repairs;

24 (g) proof that the owner has complied with the notice requirements of Section 106A.1.14.3; and

1 (h) information about prior complaints, notices of violation, and the status of their abatement
2 or compliance with code requirements.

3 106A.1.14.3. Updating information. Within 90 days from the submission of the Action
4 Plan to the Department required by Section 106A.1.14.2, and every 90 days thereafter, the property
5 owner shall provide to the Department any new or corrected information concerning items (a) through
6 (h) in Section 106A.1.14.2 above, including but not limited to any change to the estimated date by
7 which the displaced residential occupants can reoccupy the building.

8 106A.1.14.4. Notice of filing of Action Plan. Within 72 hours of the filing of the
9 required Action Plan with the Department, the property owner shall (a) post a notice of the filing in a
10 prominent location at the building site and (b) mail or personally deliver a notice of the filing to each
11 displaced residential occupant at their last known location.

12 106A.1.14.5. Re-inspection of the premises. Following a fire that has resulted
13 in the displacement of residential occupants, the Department shall re-inspect the premises at
14 least every 90 days until the property owner has responded to and abated all pending Notices
15 of Violation. If the property owner does not give the Department access to the premises
16 necessary to conduct such re-inspection(s), the Department shall request assistance from the
17 City Attorney to gain access to the premises or take such other action as the City Attorney
18 deems appropriate.

19
20 3401.8.2. Fire alarm systems. For all buildings that are required to have a fire alarm system
21 under this Code, the Fire Code, the Housing Code or any other law, the building owner shall upgrade
22 the fire alarm system, if necessary, to comply with the sound level requirement for sleeping areas set
23 forth in Section 18.4.5.1 of NFPA 72 (2013 edition), as amended from time to time, upon either (a)
24 completion of work under a building permit with a cost of construction of \$50,000 or more, or (b) July
25 1, 2021, whichever occurs first.

1
2 3401.8.3. Open, accessible attics. When performing additions, alterations, or repairs in Group
3 R occupancies of six units or more under a building permit with a cost of construction of \$50,000 or
4 more, fire blocks, draftstops, or fire safing insulation (approved noncombustible material used as a fire
5 barrier) shall be installed in open attics of 30 inches in height or greater that are accessible from other
6 than an occupied residential unit.

7 Exception. This requirement shall not apply to mandatory seismic
8 strengthening alterations being performed pursuant to Chapter 34B of this Code.

9
10 Section 5. The Housing Code is hereby amended by revising Sections 908 and 911 to
11 read as follows:

12 **SEC. 908. MAINTENANCE AND REPAIR.**

13 All safety systems, devices, or equipment provided for in this Chapter 9 or in the Fire
14 Code shall be maintained in good repair at all times.

15 (a) Fire escapes. Fire escapes shall be kept clear and unobstructed and be readily
16 accessible at all times. Upon inspection, the property owner, or authorized agent, shall
17 demonstrate to the Director or designated personnel, that all existing fire escapes are fully
18 operational and properly maintained. Upon completion of the inspection, all existing fire
19 escapes shall be secured, and maintained free of obstruction secured pursuant to Section
20 1030.2 1440.3.1. of the San Francisco Fire Code and in compliance with any successor
21 provisions in the Fire Code pertaining to the operation and/or maintenance of fire escapes.

22 (b) Fire and life safety systems. The building owner shall maintain the fire and life safety
23 systems required by this Code, the Building Code, or the Fire Code in an operable condition at all
24 times. The building owner must meet the requirements of Section 907.8.5 of the Fire Code and have the
5 system tested and inspected every year by service personnel that meet the qualification requirements of

1 NFPA 72 for maintaining, inspecting, and testing of the systems. The building owner shall maintain
2 written records of inspection and testing, as specified in NFPA 72, until the next test and for one year
3 thereafter.

4 (c) Annual statement of compliance with the testing and inspection requirement. With
5 regard to fire alarm systems in Apartment Houses, as defined in this Code, the building owner
6 shall file a Statement of Compliance with this annual testing and inspection requirement with the Fire
7 Department of Building Inspection, on a form provided by the Fire Department of Building Inspection,
8 in accordance with the following schedule: (1) for buildings with nine or more units, on or before
9 January 31, 2017, and thereafter on or before January 31 of each odd-numbered year, and (2) for
10 buildings with less than nine units, on or before January 31, 2018, and thereafter on or before January
11 31 of each even-numbered year. The Fire Department Department of Building Inspection shall
12 consult with the Department of Building Inspection Fire Department in developing the Statement of
13 Compliance form. The Department of Building Inspection shall post all Statements of
14 Compliance it receives on a City website maintained by the Department of Building Inspection
15 no later than 60 days from the date of receipt of the Statement of Compliance. For purposes of
16 enforcement of this subsection (c), the Department of Building Inspection shall be responsible
17 only for posting the Statement of Compliance forms on the City website, and the Fire
18 Department and/or the Department of Building Inspection shall respond to any complaint received by
19 the respective department pertaining to compliance with this subsection in the case of the
20 Department of Building Inspection, or compliance with Section 907.8.5 of the Fire Code in the
21 case of the Fire Department. The Departments may also enforce this subsection these
22 requirements pursuant to periodic health and safety inspections required by code.

23 (d) The building owner shall place, or shall cause service personnel to place, a sticker on
24 the exterior of the fire alarm control panel cover that includes the company name, phone number, and
25 the date of the last inspection or testing.

1 * * * *

2 **SEC. 911. SINGLE-STATION SMOKE DETECTOR WITH ALARM REQUIRED.**

3 * * * *

4 **(d) Smoke Detector Information Disclosure.**

5 **(1) Annual Smoke Detector Information Notice.** *On or before January 31, 2017, and*
6 *on or before January 31 of each year thereafter, owners of a dwelling unit intended for human*
7 *occupancy in which one or more units is rented or leased shall provide each tenant with a written*
8 *notice regarding smoke alarm requirements on a form provided by the Fire Department as described in*
9 *Section 907.2.11.6 of the Fire Code.*

10 **(2) Posting Requirement.** *For all Apartment Houses as defined in this Code, the*
11 *building owner shall post the notice referenced in subsection (d)(1) in at least one conspicuous location*
12 *in a common area of each floor of the building.*

13 Section 6. Effective and Operative Dates.

14 (a) Effective Date. This ordinance shall become effective 30 days after enactment.
15 Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance
16 unsigned or does not sign the ordinance within ten days of receiving it, or the Board of
17 Supervisors overrides the Mayor's veto of the ordinance.

18 (b) Operative Date. Pursuant to Section 17958.7 of the California Health and Safety
19 Code, this ordinance is not operative until the Clerk of the Board has filed it with the California
20 Building Standards Commission, as directed in Section 9.

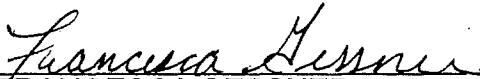
21 Section 7. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
22 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
23 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
24

1 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
2 additions, and Board amendment deletions in accordance with the "Note" that appears under
3 the official title of the ordinance.

4
5 Section 8. Undertaking for the General Welfare. In enacting and implementing this
6 ordinance, the City is assuming an undertaking only to promote the general welfare. It is not
7 assuming, nor is it imposing on its officers and employees, an obligation for breach of which it
8 is liable in money damages to any person who claims that such breach proximately caused
9 injury.

10
11 Section 9. Directions to Clerk. The Clerk of the Board of Supervisors is hereby directed
12 to forward a copy of this ordinance to the California Building Standards Commission upon final
13 passage as required by State law.

14
15 APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

16 By: 
17 FRANCESCA GESSNER
18 Deputy City Attorney

19 n:\legana\as2016\1600380\01123291.doc

LEGISLATIVE DIGEST
(Revised July 26, 2016)

[Fire, Housing, Building Codes - Fire Safety Requirements for Existing Buildings]

Ordinance amending the Fire Code and the Housing Code to require building owners provide residential tenants with an annual written notice of smoke alarm requirements and require owners of buildings with three or more dwelling units file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021 or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire, require re-inspection(s) of the premises by the Department of Building Inspection after a fire that has resulted in the displacement of residential occupants, and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

Existing Law

The Fire Code currently requires building owners to have fire alarm systems maintained, inspected and tested annually.

Amendments to Current Law

The proposed ordinance would amend the Building Code, Fire Code, and Housing Code as follows:

Annual Written Notice to Tenants Regarding Smoke Alarm Requirements

The ordinance would amend the Fire Code and Housing Code to require building owners provide tenants with an annual written notice regarding smoke alarm requirements. The notice would be prepared by the Fire Department, and would include a summary of legal requirements for smoke alarms in dwelling units and a list, to be prepared by the Rent Board, of tenants' organizations that provide counseling to tenants on issues related to fires. In the case of Apartment Houses (*i.e.*, buildings with 3 or more dwelling units), owners would also be required to post the notice in a common area of each floor of the building.

Bi-Annual Statement of Compliance Regarding Fire Alarm Testing/Inspections

The ordinance would amend the Fire Code and Housing Code to require owners of Apartments Houses (*i.e.*, buildings with three or more dwelling units) to file a Statement of Compliance with the annual testing and inspection requirements for fire alarm systems with the Fire Department every two years. Owners of buildings with nine or more units would be required to file their first Statement of Compliance on January 31, 2017, and then on odd-numbered years thereafter. Owners of buildings with less than nine units would be required to file their first statement on January 31, 2018, and then on even-numbered years thereafter. The Fire Department would be required to post all Statements of Compliance on a City website maintained by the Fire Department.

In addition to filing the Statement of Compliance, the building owner would be required to post a copy of the most recently filed Statement of Compliance in at least one conspicuous location in a common area of each floor of the building or, if no such common area(s) exist, provide a copy to each residential tenant in the building.

Upgrades to Existing Fire Alarm Systems

The ordinance would amend the Fire Code and the Building Code to require owners of buildings that are required to have fire alarm systems to upgrade their system to comply with the 75 dB “pillow test” required by National Fire Protection Association (NFPA) 72 for new installations. This sleeping area upgrade requirement would be triggered either by (1) completion of \$50,000 worth of construction work or (2) July 1, 2021, whichever occurs first.

Action Plans for Multi-Unit Buildings Damaged by Fire

The ordinance would amend the Building Code to require owners of Apartment Houses (*i.e.*, buildings with three or more dwelling units) that have been damaged by a fire that results in tenant displacement to submit to the Department of Building Inspection (DBI) information and an “Action Plan” as follows:

- Within 72 hours of the posting of a Notice of Violation, the owner must provide DBI with a description of steps taken to stabilize and secure the building, steps taken to either secure the personal property of tenants or allow them to retrieve their personal property, and the name and contact information of the owner or owner’s agent.
- Within 30 days from the release of the scene by the Fire Department, the owner must submit to DBI an “Action Plan” that includes a summary of damage to the building, a description of necessary repairs, a schedule an description of permits to be filed, and an estimated date when the displaced tenants can reoccupy the building.
- Every 90 days thereafter, the owner would be required to provide DBI with any new or corrected information concerning the Action Plan.

- Following a fire that has resulted in the displacement of residential occupants, DBI would be required to re-inspect the premises at least every 90 days until the property owner has responded to and abated all pending Notices of Violation.

Fire Blocks in Open Accessible Attics

The ordinance would amend the Building Code to require owners of Group R occupancies with six units or more to install fire blocks, draftstops, or fire safing insulation in open attics of 30 inches in height or greater when performing construction work worth \$50,000 or more. This requirement would not apply, however, to mandatory seismic strengthening alterations being performed pursuant to Chapter 34B of the Building Code.

Background Information

In 2015, the Board of Supervisors adopted Ordinance No. 90-15, establishing an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings. The Task Force was comprised of members of the Department of Building Inspection, Fire Department, Public Utilities Commission and Department of Public Health and held six public meetings in 2015. The Task Force issued a Final Report dated January 19, 2016 containing its Findings and Recommendations. This ordinance incorporates several of the recommendations contained in the Task Force's report.

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**CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS**

BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

July 15, 2016


TO: Government Audit and Oversight Committee
FROM: Budget and Legislative Analyst 
SUBJECT: July 21, 2016 Government Audit and Oversight Committee Meeting

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<p>Item 2 File 16-0422</p>	<p>Departments: Fire Department Department of Building Inspection Rent Board</p>
<p>EXECUTIVE SUMMARY</p>	
<p style="text-align: center;">Legislative Objectives</p> <p>The proposed ordinance would amend the City’s Fire, Building, and Housing Codes to require building owners to: provide annual written notice regarding smoke alarm requirements to tenants, file a Statement of Compliance with annual testing and inspection requirements with the Department of Building Inspection (DBI), upgrade fire alarm systems by 2021, submit an Action Plan to DBI if a fire in the building results in tenant displacement, and install fire blocks in open attics when performing construction work of \$50,000 or more.</p> <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> • The Emergency Interagency Fire Safety Task Force, established by the Board of Supervisors (Ordinance No. 90-15) reviewed and made recommendations to the Board of Supervisors on proposed legislation to improve fire safety in multi-unit buildings. The proposed ordinance incorporates several of these recommendations. • New requirements for building owners include: providing tenants with annual notice of smoke alarm requirements, filing a biannual Statement of Compliance and upgrading existing fire alarm systems. • In the event of a fire that results in residential displacement, building owners with more than three units would need to submit an Action Plan to the City within 30 days of the fire, including steps taken to secure the building premises. • Building owners with six or more units would be required to install fire blocks in open accessible attics when performing \$50,000 or more of construction work. • The SF Fire Department, DBI and the San Francisco Rent Board would be tasked with implementing a portion of the proposed code amendments including: developing the annual information notice, tracking certification and compliance forms, enforcement and inspections, and identifying fire-related counseling services for displaced tenants. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> • The total annual estimated cost to the City for the initial phase of the proposed amendments to the Fire, Housing and Building Codes would be \$721,933. • In addition, the Fire Department anticipates that it will likely need additional resources in the future, although the amount is not currently known. <p style="text-align: center;">Recommendation</p> <ul style="list-style-type: none"> • Approval of the proposed amendments to the Fire, Housing and Building Codes is a policy consideration for the Board of Supervisors. 	

MANDATE STATEMENT

California Health and Safety Code Sections 17958 and 17958.5 allow jurisdictions to make local code amendments to the California Fire Code when necessary due to local climate, geological, or topographical conditions.

Section 2.105 of the City's Charter states that all legislative acts of the Board of Supervisors shall be by written ordinance.

BACKGROUND

The City has a need for more restrictive local Fire, Building and Housing Code standards related to fire safety than the State's due to the City's location in an active seismic zone, as well as the high building density and occupancy levels which pose increased fire safety risks.

In 2015, the Board of Supervisors adopted Ordinance No. 90-15, establishing an Emergency Interagency Fire Safety Task Force (Task Force) comprised of members from the Department of Building Inspection (DBI), Fire Department, Public Utilities Commission (PUC) and the Department of Public Health (DPH), to review and make recommendations to the Board of Supervisors on proposed legislation to improve fire safety in multi-unit residential and multi-use buildings.

The Task Force issued a report in January 2016 which includes several findings and recommendations that are incorporated into the proposed ordinance.

DETAILS OF PROPOSED LEGISLATION

The proposed ordinance would:

- Amend the City's Fire Code and Housing Code to require that building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a Statement of Compliance with annual fire alarm testing and inspection requirements every two years;
- Amend the City's Fire Code and Building Code to require building owners to upgrade existing fire alarm systems pursuant to National Fire Protection Association standards by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier;
- Amend the City's Building Code to require owners of buildings with three or more units damaged by fire to submit an Action Plan to the City within 30 days of a fire, including a summary of damage to the building, a description of necessary repairs, a description of permits to be filed, and estimated date when displaced tenants can reoccupy the building. Within 72 hours, the property owner shall post the notice of filing on the building, as well as mail or deliver the notice to displaced residential occupants;
- Amend the City's Building Code to require property owners to provide in writing a description of steps taken to secure the building and premises including fencing,

barricading all points of entry, assessing the property weekly and provide 24 hour security, within 72 hours of the posting of a Notice of Violation;

- Amend the City's Building Code to require owners of buildings in Group R (residential) occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work;
- Affirm the Planning Department's determination under the California Environmental Quality Act (CEQA);
- Make findings under the California Health and Safety Code;
- Direct the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

FISCAL IMPACT

In addition to new requirements for private building owners, implementation of the proposed code amendments would require services of the Fire Department, DBI and the Rent Board. The costs of implementation for each of the departments are discussed below.

Fire Department

Under the proposed amendments to the City's Fire, Building and Housing Codes, the Fire Department would be required to:

1. **Develop the annual fire alarm information notice in consultation with DBI.** According to Mr. Mark Corso, Budget Director at the Fire Department, the Department does not anticipate any additional expenses related to the development of the annual notice for certifications and compliance. This can be accomplished with current staff resources.
2. **Maintain and track the certifications and compliance forms, including enforcement and inspections.** The Fire Department anticipates this would require one additional 1822 Administrative Analyst, one 1063 IS Programmer, and two H-4 Fire Inspectors, to begin implementation of this program.
3. **Review owner's plans to upgrade their fire alarm systems by 2021.** In future phases of implementation of this legislation, the Fire Department anticipates that it will likely need additional resources for: Fire Inspector staff, sending notifications, establishing testing procedures, issuing violations and performing inspections of systems. Estimated future costs are unknown at this time.

According to Mr. Mark Corso, Budget Director for the Fire Department, the total additional annual estimated costs to the Fire Department for the initial phase of implementation of this proposed ordinance would be \$668,987 for four new positions, as shown in Table 1 below. Additional future costs will become more certain as the program begins.

Table 1: Fire Department, Annual Estimated Costs for Implementation of Proposed Amendments to the Fire, Building and Housing Codes

Staff Position	FY 16-17 Salary & Benefits
1.0 FTE 1822 Administrative Analyst	\$130,577
1.0 FTE 1063 IS Programmer	149,624
2.0 FTE H-4 Fire Inspector s	388,786
4.0 FTE Total	\$668,987

Source: SF Fire Department

According to Mr. Corso, funding for these four positions through a work order with DBI has been approved in the Fiscal Year 2016-17 budget, currently pending approval by the Board of Supervisors.

Department of Building Inspection

The proposed amendments to the City’s Fire, Housing and Building Codes would require DBI to:

- 1. Develop and review the annual fire alarm information notice in consultation with the Fire Department.** DBI estimates this would require 45 hours of DBI inspector time, and 160 hours of Clerical staff time.
- 2. Collect and review detailed Action Plans.** DBI estimates this would require 70 hours of DBI inspector time.
- 3. Conduct enforcement during health and safety inspections.** DBI estimates this would require 70 hours of Plan Checker time and 45 hours of DBI Inspector time.

The total annual estimated costs to DBI to implement the proposed ordinance are \$52,946, as shown in Table 2 below. According to Ms. Taras Madison, Chief Financial Officer at DBI, there are sufficient funds to cover the costs in the FY 2016-17 operating budget, which is currently pending before the Board of Supervisors for approval.

Table 2: DBI, Annual Estimated Costs for Implementation of Proposed Amendments to Fire, Building and Housing Codes

	Hours	Cost per Hour	Total Cost
Development & Review of Statement of Compliance Forms			
DBI Inspector	45	\$158	\$7,115
Clerical	160	\$97	15,475
Reviewing Action Plans			
DBI Inspector	70	\$158	11,067
Enforcement during health and safety inspections			
DBI Inspector	45	\$158	7,115
Plan Checker	70	\$174	12,174
		Total	\$52,946

Source: DBI

San Francisco Rent Board

The proposed amendment of the Fire Code would require the Rent Board to compile a list of tenants’ organizations that provide counseling to tenants on issues related to fires. According to Mr. Robert Collins, Acting Executive Director of the Rent Board, the Rent Board already keeps a list of tenants’ organizations and does not anticipate additional costs to identify which organizations could provide fire-related counseling services.

Total Costs to the City

The total additional annual estimated cost to the City for the initial phase of the proposed code amendments to the Fire, Housing and Building Codes would be \$721,933, as summarized in Table 3 below.

Table 3: Total Estimated Costs to the City for Implementation of Proposed Amendments to the Fire, Building and Housing Codes

Department	Total Costs
Fire Department (See Table 1 above)	\$668,987
Department of Building Inspection (See Table 2 above)	\$52,946
Total	\$721,933

Sources: DBI, SF Fire Department

As noted above, the Fire Department anticipates that it will likely need additional resources in the future to fully implement the proposed legislation, although the amount is not currently known.

RECOMMENDATION

Approval of the proposed amendments to the Fire, Housing and Building Codes is a policy consideration for the Board of Supervisors.

160422
RECEIVED VIA EMAIL
7/6/2016

San Francisco  **Fire Department**

FIRE COMMISSION

Date: June 6, 2016

To: Erica Major, Assistant Clerk
Board of Supervisors

From: Maureen Conefrey
Commission Secretary

Subject: REFERRAL Fire Commission (160422) Fire, Housing, Building Codes
- Fire Safety Requirements for Existing Buildings

Hello Ms. Major,

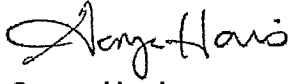
Per your request, after the presentation from Supervisor Campos' Aide, Carolyn Goossen at the June 8, 2016 Fire Commission Meeting the following took place:

Vice President Cleaveland asked that the legislation specify that the ordinance pertains to residential occupancies only. Ms. Goossen stated she would add that wording into the document. It was also suggested by President Covington and Commissioner Nakajo that the legislation be amended to include that the Commission would support the legislation only if there was adequate funding and personnel provided to the Department in order to successfully accomplish the tasks outlined in the legislation.

Commissioner Nakajo Moved to approve the legislation as amended. Vice President Cleaveland Seconded. Seconded. Motion to approve above legislation as amended was unanimous.

There was no public comment.

Sincerely,



Sonya Harris
Commission Secretary

cc: Tom C. Hui, S.E., Director
Supervisor David Campos
Supervisor Jane Kim
Supervisor Katy Tang
President London Breed
Supervisor Scott Wiener
Board of Supervisors

BOARD of SUPERVISORS



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San Francisco 94102-4689
Tel. No. 554-5184
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TDD/TTY No. 554-5227

May 2, 2016

File No. 160422

Sarah Jones
Environmental Review Officer
Planning Department
1650 Mission Street, 4th Floor
San Francisco, CA 94103

Dear Ms. Jones:

On April 26, 2016, Supervisor Campos introduced the following legislation:

File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

This legislation is being transmitted to you for environmental review.

Angela Calvillo, Clerk of the Board

Handwritten signature of Erica Major in cursive.

By: Erica Major, Assistant Committee Clerk
Public Safety and Neighborhood Services Committee

Attachment

c: Joy Navarrete, Environmental Planning
Jeanie Poling, Environmental Planning

Not defined as a project under CEQA Guidelines Sections 15378 and 15060(c)(2) because it does not result in a physical change in the environment.

Joy
Navarrete

Digitally signed by Joy Navarrete
DN: cn=Joy Navarrete, o=Planning,
ou=Environmental Planning,
email=joy.navarrete@sfgov.org,
c=US
Date: 2016.05.06 11:48:14 -07'00'



San Francisco Fire Safety Task Force

1660 Mission Street, 6th Floor
San Francisco, CA 94103-2414
(415) 558-6165

Members:

January 22, 2016

Rosemary Bosque, Chair
Chief Housing Inspector
Housing Inspection Services
SF Department of Building
Inspection (DBI)
Rosemary.bosque@sfgov.org

Angela Calvillo
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Rm. 244
San Francisco, CA 94102-4694

David Briggs
Local & Regional Water System
Manager
SF Public Utilities Commission
(SFPUC)

RE: **Fire Safety Task Force Transmittal of Final Report
Pursuant to Ordinance No. 90-15**

Rich Brown
Assistant Fire Marshall
Bureau of Fire Prevention
SF Fire Department
(SFFD)

Dear Ms. Calvillo:

Dan de Cossio
Assistant Deputy Chief,
Fire Marshal
San Francisco Fire Department
(SFFD)

Enclosed please find the report referenced above which contains the Fire Safety Task Force findings and recommendations as well as stake holder perspectives for the Board of Supervisors. I have also included a link to the Fire Safety Task Force web page for further information. This page provides meeting agendas/ audio recordings, and related documents, <http://sfdbi.org/fire-safety-task-force/meetings>.

Dan Lowrey
Deputy Director,
Inspection Services
SF Department of Building
Inspection (DBI)

If you have any questions or require further information please contact me at 558-6202. On behalf of the Task Force members I wish to express our collective appreciation for being given the opportunity to provide assistance regarding pertinent fire safety issues.

Jason Ojo
Environmental Health Services
Healthy Housing & Vector
Control Program Manager
SF Department of Public Health
(DPH)

Very truly yours,

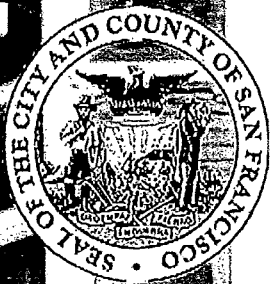
Rosemary Bosque
Fire Safety Task Force Chair

Enclosure: **San Francisco Fire Safety Task Force Final Report
Dated January 19, 2016**

cc: Fire Safety Task Force Members
DBI Director's Office



**San Francisco
Fire Safety Task Force**



**FINAL REPORT
January 19, 2016**



San Francisco Fire Safety Task Force

1660 Mission Street, 6th Floor
San Francisco, CA 94103-2414
(415) 588-6165

TABLE OF CONTENTS

Members:

Rosemary Bosque, Chair
Chief Housing Inspector
Housing Inspection Services
SF Department of Building
Inspection (DBI)
Rosemary.bosque@sfgov.org

David Briggs
Local & Regional Water System
Manager
SF Public Utilities Commission
(SFPUC)

Rich Brown
Assistant Fire Marshal
Bureau of Fire Prevention
SF Fire Department
(SFFD)

Dan de Cossio
Assistant Deputy Chief/
Fire Marshal
San Francisco Fire Department
(SFFD)

Dan Lowrey
Deputy Director,
Inspection Services
Department of Building
Inspection (DBI)

Johnson Ojo
Environmental Health Services
Healthy Housing & Vector
Control Program Manager
SF Department of Public Health
(DPH)

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Introduction: Fire Safety Task Force Mandates & Operations

Authority & Purpose:

The Emergency Interagency Fire Safety Task Force (referred to as the Fire Safety Task Force) was established by Ordinance No. 90-15, effective July 17, 2015. This Ordinance authorized the Task Force (comprised of members from the Department of Building Inspection, Fire Department, Public Utilities Commission, Department of Public Health) to review and make recommendations to the Board of Supervisors regarding possible legislation and other solutions that would improve fire safety in multi-residential and multi-use buildings including but not limited to fire prevention measures, post-fire investigation, processing and resolution of fire safety related complaints, interagency coordination, and the advisability of requiring the installation of fire alarms and sprinklers in existing buildings. For the purposes of Task Force efforts existing multi-residential and multi-use buildings are apartment houses containing three (3) or more dwelling units that can contain other uses such as ground floor commercial.

Meetings & Operations:

Pursuant to Ordinance No. 90-15 the Fire Safety Task Force held six (6) public meetings commencing on August 18, 2015 and ending on November 10, 2015. (Please see Exhibit C within the attached Appendix for a summary of the public meeting dates and topics). Over the course of these meetings, representatives from the landlord, tenant, and small business communities were invited to offer their perspectives on matters considered by the Task Force. (Please see Exhibit F within the Appendix for more information).

Findings & Recommendations:

The Fire Safety Task Force voted on Task Force Findings and Recommendations at the last public meeting held on November 10, 2015. The Task Force voted unanimously to approve the Findings and Recommendations delineated within this report (which includes minor corrections read into the record) at the November 10, 2015 meeting. An additional thirty days were given to stake holders to facilitate any written comments they wished to submit once the Final Findings and Recommendations were placed on the Task Force web page on or about November 23, 2015.

Section I: Immediate Measures

Fire Safety Task Force Findings:

1. The San Francisco Administrative, Fire and Housing Codes do not require building owners of multi-residential (apartment buildings) to post or disclose information regarding the location and maintenance of fire safety devices and practices to building residents, or to conduct annual fire evacuation drills.
2. CCSF currently has no nexus between the issuance of a new business registration with the Tax Collector pursuant to the jurisdiction's Business & Tax Regulations Code for the rental operation of a multi-family building (over four units) and the providing of an affidavit that fire detection and suppression systems within the building have been serviced and are properly maintained annually.
3. The current Fire Code requires annual Underwriters Laboratories LLC (UL) certification for Fire Alarm Systems in all newly constructed multi-family (apartment buildings), and in existing buildings of sixteen (16) units or more (SFFC 907.9.6 & 4603.6.10).
4. The Fire Code requires the service organization testing and maintaining the fire alarm system to submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition). There is no current requirement that this information be made transparent to the public or building residents.
5. Fires spread quickly in older multi-unit buildings that typically have open attics with no fire blocks.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes could be amended to require multi-family building owners post and disclose building specific fire safety information to residents at the commencement of occupancy and when such amendments become effective.
2. Further research should be performed to determine if the Business and Taxation Codes would permit the Business Registration process to be leveraged to ensure residential rental businesses properly maintain fire safety standards by requiring the property owner submit an affidavit that requisite fire safety features are properly maintained as a condition of being issued the business license.

Section I: Immediate Measures (Continued)

Fire Safety Task Force Recommendations:

3. The San Francisco Fire & Housing Codes should be amended to require multi-family building owners of three or more units have their service organization testing and maintaining the fire alarm system submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition) to be posted on a webpage maintained and supported by CCSF for improved transparency.
4. At the time a business license is issued to the building owner for rental of multi-unit (apartment buildings) the link to the DPW web page should be provided showing the street location of scheduled infrastructure improvements in the public right-of-way. The information should inform a property owner who wishes to voluntarily upgrade their fire sprinkler system of potential cost savings associated with installing these upgrades at the same time of the infrastructure improvements in the public right-of-way.
5. The San Francisco Fire, Housing, or Building Codes should be amended to require multi-unit building owners to install fire blocks, draft stops, or fire safing insulation in open accessible attics of twenty-four (24) inches in height or greater, when performing building alterations through a filed building permit of \$20,000.00 or more in estimated job cost.

Section II: Interagency Fire Safety Education & Code Enforcement

Fire Safety Task Force Findings:

1. The San Francisco Fire Department and Department of Building Inspection coordinate closely, on a daily basis, in the areas of permit processing and plan check for new construction.
2. The two departments coordinate on post-fire response and DBI issues
Notices of Violation for fire-damaged properties
3. The departments participate in the City Attorney-led Code Enforcement Task Force.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

4. The two departments conduct fire safety education to SRO residential hotel residents through the SRO Collaboratives in the Tenderloin, SOMA, Mission and Chinatown areas. DBI funds and coordinates the SRO Collaboratives, and the Fire Dept. helps conduct on-site education workshops for fire safety.
5. DBI has on-line complaint tracking for Housing Code violation cases. SFFD requires appointments to provide case information on properties.
6. DBI HIS issues Notices of Violation for fire safety violation of the Housing Code. SFFD issues Notices of Correction, and Notices of Violation depending on the severity of the violation, i.e., fire alarm, or sprinkler systems out of service and exiting issues.
7. DBI HIS conducts weekly Director's Hearings for outstanding violations, where liens and penalties are applied for non-compliance.
8. SFFD refers engine company inspection results to the Bureau of Fire Prevention.
9. DBI HIS refers persistently negligent code violators to the City Attorney's Office for civil penalties.

Tenant Perspectives:

1. Increase transparency for access to SFFD code enforcement actions and documents.
2. Provide an on-line system for tracking SFFD code enforcement actions/ notices of violation, and the ability to determine district Fire Inspectors assigned to geographic areas for inquiry and follow-up.
3. SFFD should implement a transparent administrative hearing process and the imposition of administrative penalties for property owners of multi-unit buildings who fail to comply with fire code requirements.
4. Section 109 of the San Francisco Fire Code should be amended to require that SFFD "shall" rather than "may" prepare notices of violation for fire safety hazards.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

5. Expand the educational fire safety workshops traditionally provided to SROs to one and two family dwellings that are being operated similar to an SRO.

Landlord/Business Community Perspectives:

1. Create improved information for property owners of multi-unit buildings to understand which Department (SFFD or DBI) is the lead for specific code enforcement activities.

Section III: Post Fire Investigation & Interagency Information Sharing

Fire Safety Task Force Findings:

1. The San Francisco Fire Department conducts post fire investigations of multi-unit (apartment buildings) and determines a probable cause of a fire if requisite evidence is available. This information is transmitted to DBI on a monthly basis.
2. SFFD and DBI frequently collaborate on fire safety issues but do not currently have a formal referral system for code violation issues.
3. Multi-unit buildings with fires that cause \$20,000.00 or more in damage typically sustain structural damage.
4. CCSF currently does not have a formal process to document how required fire safety in multi-unit buildings performed in the event of a fire (if the evidence has not destroyed) and link that data with building features such as number of units, floors of occupancy, or construction type.

Tenant Perspectives:

1. SFFD post fire reporting should provide transparency and timely notification to tenants regarding the condition of their unit in a fire damaged building regarding habitability and access to possessions.

Section III: Post Fire Investigation & Interagency Information Sharing (Continued)

Fire Safety Task Force Recommendations:

1. The San Francisco Fire Department and Department of Building Inspection should collaborate on the development of a data base accessible to the public that will document how fire safety systems performed in multi-unit buildings with fires having \$20,000.00 damage or greater when the evidence is available.
2. The San Francisco Fire Department and Department of Building Inspection should develop a referral form to be utilized when transmitting interdepartmental information related to fire safety code enforcement activities from one department to the other.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings

Fire Safety Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory, have original alarm systems installed in the 1970's and 1980's. These have been permitted to have replacement in kind repairs with no upgrades. Such systems typically lack adequate audible-notification, and would fail the 75 dB "pillow test" NFPA standard for new installations.
2. Upgrades to the older fire alarm systems where compatible, would require requisite electrical and building permits as well as booster panels to supply the additional electrical power necessary to support additional appliances i.e. louder horns and strobes (replacing the bell alarms). If the additional horns trigger the need for a power booster, the cost will increase by approximately \$2000 for the installation.
3. Such upgrades could require expanding the notification appliance circuit of the system and installation of additional horns into the individual dwelling units so that building residents can more effectively hear the audible early detection (fire alarm) systems. The cost of installing additional horns is approximately \$500 per horn including conduit and wiring. This cost increases if the conduit is run inside the wall.
4. Replacing the audio alarms may require installation of a new fire alarm control panel to achieve compatibility between devices. Where feasible existing wiring may be used to appliances being replaced but additional horns, etc. will require additional wiring and appropriate electrical service.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

The cost of installing and programming a new fire alarm control panel varies from \$5000 (for a conventional panel) to \$15,000 for an addressable panel with 512 points.

5. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers)
6. A fire alarm system typically requires only one 120 VAC dedicated circuit for the types of buildings under consideration (which the existing systems should already have).
7. The majority of fire alarms systems are not monitored by a third party, and would necessitate fire alarm control panel upgrade/replacement. Off-site UL approved monitoring of fire alarm systems in residential buildings is only required when there are 20 or more fire sprinkler heads present. Some systems could be upgraded by adding a dialer. A dialer could be installed for approximately \$800 and the monthly cost of monitoring is about \$90.
8. The cost of installing a fire alarm system for new construction is estimated at \$5 per sq. ft. for a conventional system and \$6 per sq. ft. for an addressable system. While upgrading a system in older buildings presents unique challenges there can be cost savings by using existing wiring (existing wire mold may be used). A "like for like" replacement of a fire alarm system in typical three or four story apartment buildings can cost approximately \$8,000 to \$20,000.

Tenant Perspectives:

1. Fire alarm upgrades should take into consideration residents with disabilities who may not be able to hear audible alarms. Alarm system improvements should include strobe devices.
2. Tenants should be informed annually by property owners regarding the condition and workability of the existing fire alarm system, and current evacuation plan.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

Landlord/Business Community Perspectives:

1. Some battery smoke detectors are more reliable than others. Pursuant to some property owner testimony the ionization sensor types are prone to more false alarms.
2. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers).
3. Further research should be performed to identify and determine the feasibility of employing the latest technology, such as wireless systems currently utilized in other building types.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes should be amended to require upgrades to the current fire alarm systems within two years to adhere to the 75 dB "pillow test" NFPA standard.
2. The San Francisco Fire & Housing Codes should be amended to include a chart which clearly delineates testing/inspection timeframes for all pertinent fire safety equipment in multi-unit buildings. Both departments would include this information in their fire safety educational and outreach efforts.
3. CCSF Departments should reach out to fire alarm system manufacturers to encourage availability of replacement equipment for fire alarm systems within reasonable time frames.

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings

Fire Safety Task Force Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory are only partially sprinklered in the garbage rooms and trash chutes. These systems are

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

effective in situations where there is a fire in these areas only. These older systems have no backflow prevention to protect the potable water.

2. Adding sprinkler heads to an existing system could require an upgrade of the fire alarm system that is tied into it as any fire sprinkler system which has more than 20 sprinkler heads. Such systems must be remotely monitored by a third party.
3. The more sprinkler heads added to the system the greater the likelihood that additional water service will be required, or that a larger pipe will be required in the event of such need. The "flat rate" cost of bringing the additional service with no complications would be approximately \$28,000. This cost could increase substantially depending on the complexity of connecting to the main in the street. These facts include the distance to the main water supply line of sufficient size, and how busy the street is regarding the connection installation. A small percentage of multi-unit building will have to install a pump to ensure proper water pressure for the fire sprinkler heads at upper floors. In such cases a room would be needed to house the pump.
4. Work of the scope required to add sprinkler heads in older occupied buildings would raise impacts associated with dust, asbestos, lead, noise, and egress obstructions due to equipment and staging area needs. Some tenants might require relocation during such work. Also, retroactive installations of fire sprinkler supply lines could cause headroom requirements to become an issue.
5. Additional SFFD and DBI staffing would be required to perform plan checking, and site inspections for retroactive sprinkler installations in multi-unit buildings.
6. If new fire sprinkler systems are installed or existing systems are expanded, backflow prevention would need to be installed. In such cases issues of cost and finding space for the devices would arise. Backflow systems are required by DPH to be tested on an annual basis at the building owner's expense. The water that flows into fire sprinkler systems is from the public drinking water supply. Backflow prevention is necessary to keep the water that flows into a fire sprinkler system from flowing back into the drinking supply after potentially sitting stagnant in the system a long time and then contaminating the drinking supply.
7. If a new fire sprinkler system is installed (or substantially upgraded from the minimal systems that currently exist) the cost can vary substantially as there is no "one size fits all" approach to installing such systems in older multi-unit buildings. The cost of installing a fire sprinkler system is best approximated by cost per sprinkler head. The projected cost would be \$500.00 to \$600.00 per sprinkler head for the typical three or four floor

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

apartment building with exposed plumbing. This would include PUC hook up, backflow prevention and other considerations.

8. The factors which would most affect the cost of a fire sprinkler installation include:

- A. The PUC fire service connection has a "flat rate" for a straight-forward connection of \$28,000 which can increase to \$150,000 in extreme cases where the water service needed is (1) located far away, (2) the street in question is busy, (3) an extensive street restoration is required, (4) the water main in question is not of sufficient size, or (5) other complicating factors.
- B. In some cases finding space for the backflow prevention device (approximately the size of a large desk) may increase cost for interior modifications in order to ensure the distance does not exceed 25 feet from the water main. The cost of the device itself is approximately \$1500.
- C. If the new pipe is run inside the walls and ceilings the cost will be at least double the estimated cost per sprinkler head.
- D. In rare cases (about 1% of installations) a fire pump would be needed to provide the correct water pressure in the system. A 500 gallon per minute pump would cost approximately \$75,000 to install. Pumps would typically be required in taller buildings that are located at higher elevations.

Tenant Perspectives:

- 1. Tenants are concerned with potential Rent Ordinance pass-throughs (similar to those for capital improvements) related to cost calculations, and relocation compensation.

Landlord/Business Community Perspectives:

- 1. Property owners are concerned with the expense of retroactively installing fire sprinkler systems to existing buildings and the cost to relocate tenants during such installation.

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

Fire Safety Task Force Recommendations:

1. The advisability of requiring the installation of a retroactive sprinkler system to existing multi-unit buildings should be predicated upon the factors delineated above. Upgrading fire alarm systems should be considered a consensus approach while post fire investigative reporting is reformatted to provide more specific information regarding the causes of fires and how fire safety systems and construction types perform when such evidence is available.

Section VI: Stakeholder Written Comments

See Appendix, Exhibit G.

Appendix:

Exhibit A: Glossary of Terms

Exhibit B: Summary of Building and Housing
Code Safety Requirements

Exhibit C: Meeting and Topic Schedule

Exhibit D: Ordinance No. 90-15

Exhibit E: Overview of Code Enforcement
Process

Exhibit F: Member and Guest List

Exhibit G: Stakeholder Comments

Exhibit A:

Glossary of Terms

Appendix

Exhibit A: Glossary of Terms

Term	Definition
Fire Blocking or Draftstop	Approved materials, device or construction installed within concealed spaces (such as a ceiling cavity) to resist or block the migration of fire/hot gases or air.
Fire Safing Insulation	Approved noncombustible material used as a fire barrier in concealed spaces such as a ceiling cavity, wall, or soffit, or around protrusions or penetrations to resist or block the migration of fire and hot gases.
Dialer	An automatic telephone dialing device that enables the fire alarm system to send a message over the phone lines.
Ionization Sensor	A smoke alarm sensor that contains material within a chamber that will generate an electric current between two metal plates, and sound an alarm when disrupted by smoke entering the chamber.
Backflow Prevention	A device that is used to protect potable water by preventing contaminated or polluted water to flow back into the originating water source.

Exhibit B:

Summary of Building and Housing Code
Fire Safety Requirements

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

FIRE ALARM SYSTEM TOPIC	SF HOUSING CODE CHAPTER 9 REQUIREMENTS	REQUIREMENTS FOR NEW CONSTRUCTION	COMMENTS	POSSIBLE RECOMMENDATIONS
Fire alarm system required where?	<p>General Fire Alarm System Requirements: All occupancies which are three or more stories in height or in buildings having five or more dwelling units and guest rooms six or more in number.</p> <p>Exceptions -1. Buildings of Type I (I-A) or Type II (I-B, II-A, II-B) construction 2. Buildings having a sprinkler system conforming with the requirements of Section 807 of the SFHC.</p> <p>3. Existing buildings having smoke detectors in all individual dwelling units which are installed prior to March 1, 1977.</p> <p>4. Buildings in which all individual dwelling units and guest rooms have access to the exterior at ground level without use of any interior public hallway or any interior public stairway.</p>	<p>SFBC 907.2.9.1 (R-2 occupancy) - A manual fire alarm system that activates the occupant notification system shall be installed where - 1. Any dwelling unit 3 or more stories above lowest level of exit. 2. Any dwelling unit is located more than one story below the highest level of exit. 3. The building contains more than 5 dwelling units. 4. Congregate living facilities or residences three or more stories in height or having 11 or more occupants.</p> <p>Exceptions - 1. Buildings not more than 2 stories in height, with 1 hour rated fire partitions and each unit has an exit directly to public way, egress court or yard. 2. Buildings w/o interior corridors serving dwelling units AND are protected by an automatic sprinkler system PROVIDED that dwelling units either have a means of egress door opening directly to the exits or are served by open-ended corridors.</p>		

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

Smoke detector spacing.	Not more than 30 feet apart and within 15 feet of a corridor wall or the end of a corridor.	NFPA 72 2013 edition – 17.7.3.2.3.1 1. The distance between smoke detectors shall not exceed a nominal spacing of 30 feet and must be within 15 feet of all walls. 2. All points on the ceiling shall have a detector within a distance equal to or less than 0.7 times the nominal 30 foot spacing.	NFPA 72 outlines different criteria for smoke detector spacing depending on several factors including if the ceiling is sloped or if there are joists etc.	
Location of audible devices	All audible devices shall be installed in an approved location and shall emit a loud continuous alarm clearly audible in all occupied areas of the building.	Alarm shall provide min 60dB and: 15 dB above ambient sound 75 dB for R occupancies Max sound level shall be 110 dB	dB requirements per SFFD stamp.	
NFPA Standard	Smoke alarm systems installed prior to January 1, 1989, shall conform to the National Fire Protection Association Standards 72-A, 1981 Edition and 72-E, 1981 Edition, except that where there is a conflict between the provisions and this Section, the provisions of this Section shall prevail. As an alternate, smoke detector and alarm systems may comply with the 1988 San Francisco	NFPA 72 2013 Edition	Since 1989 the most current adopted version of NFPA 72 is the standard. The original standard when systems were first required was NFPA 72A 1975 edition.	

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

	Building and Electrical Codes.			
Supervision	Systems shall be electrically supervised locally for system malfunction and power supply interruption. "Supervision" shall consist of the following elements, or those "supervision" provisions provided by standard industry supervision panel boxes as approved by the State Fire Marshal: Green light = AC power is on Blinking red light and audible device = trouble condition (a silencing switch shall be provided)	NFPA 72 2013 Edition – Sec. 10.15 Trouble signal must be indicated in 200 seconds Trouble sound may be intermittent Trouble light and sound must be at FACP and as needed to notify occupants (remote annunciator) Means of silencing trouble requires a key either at the annunciator or a key is needed to open the FACP.		
Maintenance	All required smoke detection and alarm systems shall be maintained as required by the Fire Code.	The fire code and NFPA 72 2013 Edition		
When a sprinkler system is installed.	Where there is no fire alarm system as required under Section 907 of the San Francisco Building Code, a manual fire alarm pull box capable of activating audible devices	SFBC 907.2.9.1 Manual fire alarm boxes are not required where the building is equipped with an automatic sprinkler system in accordance with Sec. 903.3.1.1 or 903.3.1.2 and sprinkler water flow	Change is due to the desire to cut back on false alarms.	

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

	of required smoke detectors shall be installed in an approved location near the main entrance of the building.	will activate the occupant notification appliances.		
Power Supply	All required smoke detectors and alarm systems shall receive their power supply from the building electrical system.	Fire alarm systems must have a dedicated circuit and a breaker switch that is in a box that is red. FACP must supervise 120 VAC circuit.		
Notification of completion of installation.	Upon completion of the installation of any system required under this Section, the installer of such system shall provide to the Director, in a form acceptable, a certification that the system is operational and functioning.	Notify the SF Bureau of Fire Prevention.		



BOARD OF SUPERVISORS
LAND USE SERVICES SUBCOMMITTEE
APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

Report on Fire Sprinkler Requirements in Existing Residential Buildings

PRESENTED BY
Tom Hui, S.E., C.B.O., Director
Daniel Lowrey, Deputy Director
Rosemary Bosque, Chief Housing Inspector

1



BOARD OF SUPERVISORS
LAND USE & TRANSPORTATION SUBCOMMITTEE
APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

- Approximately 20,000 apartment buildings
- Majority are older buildings, over 50 years old

SYSTEMS IN PLACE

- Central and supervisory alarm systems
- Sprinklers in common areas only
- Fully sprinklered buildings



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LAND USE & TRANSPORTATION SUBCOMMITTEE
 APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

TABLES ON SAN FRANCISCO SPRINKLERS REQUIREMENTS IN RESIDENTIAL BUILDINGS.
 Table 1: R1 and R2 Occupancy (New Buildings)

TYPES	SPRINKLERS REQUIREMENTS	CODE SECTION	EFFECTIVE DATE
New buildings with permits filed prior to 1/1/2008	Required for apartment houses; three or more stories	1990 SFBC Section 3802(h)	1/1/1990
New buildings with permits filed on or after 1/1/2008	Required for all areas, including units	2007 SFBC Section 903.2.7	1/1/2008



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 APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

TABLES ON SAN FRANCISCO SPRINKLERS REQUIREMENTS IN RESIDENTIAL BUILDINGS
 Table 2: R1 and R2 Occupancy (Existing Buildings)

TYPES	SPRINKLER REQUIREMENTS	CODE SECTION OR ORDINANCE	EFFECTIVE DATE
Addition to existing buildings	See Information Sheet FS-05: Sprinkler Systems Requirements for Addition or Legalization of Dwelling Unit		
Existing SRO hotel buildings	Required to be provided and maintained for 20 or more guest rooms	SF Fire Code Section 1103.5.1 and Ordinance 170-02	9/2/2002
Existing high-rise buildings	Required throughout building	SF Fire Code Section 1103.5.2 and Ordinance 377-93	1/2/1994
Existing hotels	Required throughout all common areas of the hotel	SF Fire Code Section 1103.5.3 and Ordinance 319-86	9/6/1986

4



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APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

SPRINKLER PLUMBING CONSIDERATIONS

- Water service from meter to building
- Depending on pressure, booster pump might be required
- Main supply riser location
- Coverage of sprinkler system (i.e. common area, units)
- Abatement if needed for lead/asbestos
- Concealed piping if desired
- Construction impacts on tenants



BOARD OF SUPERVISORS
PUBLIC SAFETY & NEIGHBORHOOD SERVICES SUBCOMMITTEE
MARCH 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

**AREAS WHERE THE SF HOUSING CODE ADDRESSES
FIRE SAFETY HAZARDS**

- Fire escapes
- Fire extinguishers
- Fire alarm systems
- Required egress
- Fire sprinkler systems within specified areas . i.e. garbage chutes &, storage rooms
- Residential Hotel Sprinkler Ordinance
- Smoke detectors/ carbon monoxide alarms
- Combustible storage
- Self closing smoke enclosure Doors
- Manual releases for exit doors
- Exit signage & lighting



BOARD OF SUPERVISORS
PUBLIC SAFETY & NEIGHBORHOOD SERVICES SUBCOMMITTEE
 MARCH 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

Table 3: San Francisco Housing Code(SFHC) Fire Sprinkler Requirements for Apartment Buildings (Applied Retroactively to Buildings of three (3) or more dwellings

	Building Type	Fire Sprinkler Requirement	SFHC Section	Year Instituted
1.	Apartment Buildings Five (5) Units or More	Storage Areas: Fire sprinklers required.	904(a)	Pre 1970
2.	All Apartment Buildings with Garbage Chutes	Garbage Chutes: Buildings four (4) or less stories: fire sprinklers are required at the highest hopper inlet and at the discharge end, not to exceed thirty-five (35) feet. Buildings of five (5) or more stories: fire sprinklers are required as described above, and at every hopper inlet on each floor.	906	Pre 1970
3.	All Apartment Buildings with Garbage Rooms/Areas	Garbage Rooms/Areas: Fire sprinklers are required.	906	Pre 1970
4.	All Apartment Buildings With Laundry Chutes/Linen Rooms	Laundry Chutes/Linen Rooms: Fire sprinklers are required.	906	Pre 1970
5.	All Apartment Buildings With Specific Dead-End Corridors	Exit Doorways on specific Dead-End Corridors: Fire Sprinklers are required if a three-quarter hour opening is not provided at an exit door on dead-end corridors more than twenty (20) in length (where one exit is passed to get to the other).	801(a)(1)	Pre 1970

7



BOARD OF SUPERVISORS
PUBLIC SAFETY & NEIGHBORHOOD SERVICES SUBCOMMITTEE
MARCH 19, 2015, AGENDA ITEM NO. 3, FILE NO. 150131

CONTACT US!

- Tom Hui, Director – tom.hui@sfgov.org
- Daniel Lowrey, Deputy Director Inspection Services
daniel.lowrey@sfgov.org
- Rosemary Bosque, Chief Housing Inspector
rosemary.bosque@sfgov.org

Visit: 1660 Mission Street

Call: (415) 558 – 6088

www.sfdbi.org

Exhibit C:

Meeting and Topic Schedule



MEMORANDUM

DATE: September 3, 2015

TO: Dr. Johnson Ojo, DPH
 Dan de Cossio, Assistant Deputy Chief/Fire Marshal, SFFD
 Lieutenant Rich Brown, SFFD
 David Briggs, SFPUC

FROM: Rosemary Bosque, Chief Housing Inspector DBI

THROUGH: Dan Lowrey, Deputy Director Inspection Services, DBI

SUBJECT: Emergency Interagency Fire Safety Task Force (Ordinance 90-15)
 For Multi-Unit/Use Residential Buildings
 Meeting and General Topic Schedule
 (Agendas will be sent out prior to each meeting)

	DATE	TIME	LOCATION	GENERAL TOPICS
1	August 18, 2015 Tuesday	6:00pm – 8:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	At-Risk Buildings Intradepartmental Procedures Possible code amendments
2	September 8, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Discussion of possible fire alarm provisions
3	September 22, 2015 Tuesday	5:30pm – 7:30pm	1660 Mission Street, 2 nd Floor Conference Rm 2001	Post fire investigations Interagency coordination regarding complaints/code enforcement
4	October 6, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Discussion of possible fire sprinkler provisions
5	October 27, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Assessment based on city agency, stake holder & community input Preliminary Recommendations
6	November 10, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Final Recommendations

Exhibit D:

Ordinance No. 90-15

1 [Administrative Code - Establishing Emergency Interagency Fire Safety Task Force]

2

3 Ordinance amending the Administrative Code to establish an Emergency Interagency
4 Fire Safety Task Force to review and make recommendations to the Board of
5 Supervisors on proposed legislation and suggest other solutions to improve fire safety
6 in multi-unit residential and multi-use buildings.

7 NOTE: Unchanged Code text and uncodified text are in plain Arial font.
8 Additions to Codes are in single-underline italics Times New Roman font.
9 Deletions to Codes are in ~~strike through Italics Times New Roman font~~.
10 Board amendment additions are in double-underlined Arial font.
11 Board amendment deletions are in ~~strike through Arial font~~.
12 Asterisks (* * * *) indicate the omission of unchanged Code
13 subsections or parts of tables.

12 Be it ordained by the People of the City and County of San Francisco:

13 Section 1. The Administrative Code is hereby amended by adding Article XXII,
14 consisting of Sections 5.22-1 through 5.22-5, to read as follows:

15 ARTICLE XXII: EMERGENCY INTERAGENCY FIRE SAFETY TASK FORCE.

16 SEC. 5.22-1. CREATION OF TASK FORCE.

17 The Board of Supervisors hereby establishes an Emergency Interagency Fire Safety Task Force
18 ("Task Force") for the City and County of San Francisco ("City").

19 SEC. 5.22.2. PURPOSE.

20 Because San Francisco has recently had several fires in multi-unit residential and multi-use
21 buildings that resulted in death and displacement of tenants, and multiple City agencies have
22 enforcement authority over the habitability of multi-unit residential and multi-use buildings and the
23 health and safety of the occupants of these buildings, immediate measures must be taken to improve the
24 fire safety of these buildings.

25 The Task Force shall specifically:

1 (a) review and make recommendations to the Board of Supervisors on legislation proposed by
2 the Board to improve fire safety in multi-unit residential and multi-use buildings;

3 (b) suggest to the Board of Supervisors amendments to the Municipal Code or other solutions
4 that would improve fire safety in multi-residential and multi-use buildings, including but not limited to
5 fire prevention measures, post-fire investigation, processing and resolution of complaints about Code
6 violations, and interagency coordination and information sharing; and

7 (c) make recommendations to the Board of Supervisors on the advisability of requiring the
8 installation of fire alarms and sprinklers in existing buildings.

9 **SEC. 5.22-3. MEMBERSHIP.**

10 The Task Force shall consist of the following seven members:

11 (a) two representatives from the Department of Building Inspection, one of whom shall be from
12 the Housing Division;

13 (b) two representatives from the Fire Department, one of whom shall be the Fire Marshal or
14 Fire Marshal's designee;

15 (c) two representatives from the Department of Public Health; and

16 (d) one representative from the Public Utilities Commission.

17 The City Attorney shall assign a representative to attend the meetings and advise the Task Force.

18 **SEC. 5.22-4. MEETINGS AND OPERATIONS OF TASK FORCE; REPORT TO THE BOARD**
19 **OF SUPERVISORS.**

20 (a) Members shall be appointed to the Task Force by their respective departments no later than
21 the effective date of this Article XXII and the Task Force shall begin meeting as soon as possible after
22 its formation. The Task Force members shall meet at least once every two weeks for three months. Four
23 members shall constitute a quorum for purposes of meeting. An official action may be taken by the vote
24 of a majority of the members at a meeting.

1 (b) Over the course of its meetings, the Task Force shall invite representatives of the landlord,
2 tenant, and small business communities to offer their perspectives on matters considered by the Task
3 Force.

4 (c) The Department of Building Inspection shall provide clerical and administrative support
5 and staffing to the Task Force. All City officials, departments, boards, commissions, and other bodies
6 shall cooperate with the Task Force in conducting its business.

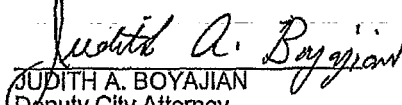
7 (d) Three months after the effective date of this Article XXII, the Task Force shall submit a
8 report to the Board of Supervisors on all of the matters within its purview.

9 SEC. 5.22-5. SUNSET DATE.

10 Unless the Board of Supervisors by ordinance extends the term of the Task Force, this Article
11 XXII shall expire by operation of law, and the Task Force shall terminate, six months after the effective
12 date of this Article. After that date, the City Attorney shall cause this Article to be removed from the
13 Administrative Code.

14
15 Section 2. Effective Date. This ordinance shall become effective 30 days after
16 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
17 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
18 of Supervisors overrides the Mayor's veto of the ordinance.

19
20 APPROVED AS TO FORM:
21 DENNIS J. HERRERA, City Attorney

22 By: 
23 JUDITH A. BOYAJIAN
24 Deputy City Attorney

25 n:\Vegana\as2015\1500582\01011496.doc



City and County of San Francisco
Tails
Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 150431

Date Passed: June 09, 2015

Ordinance amending the Administrative Code to establish an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings.

May 21, 2015 Public Safety and Neighborhood Services Committee - RECOMMENDED

June 02, 2015 Board of Supervisors - PASSED, ON FIRST READING


Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee


June 09, 2015 Board of Supervisors - FINALLY PASSED

Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

File No. 150431

I hereby certify that the foregoing Ordinance was FINALLY PASSED on 6/9/2015 by the Board of Supervisors of the City and County of San Francisco.


Angela Calvillo
Clerk of the Board


Mayor

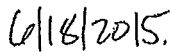

Date Approved

Exhibit E:

Overview of Code Enforcement Process

**San Francisco
Fire Safety Task Force
Agenda Item #4**

**September 22, 2015
1660 Mission, Room 2001**

San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement

DBI FIRE INSPECTION SAFETY PROTOCOLS
HIS INSPECTION TYPES THAT INVOLVE FIRE SAFETY

- Complaint Inspections from the public , building occupant or inter-agency referrals
- City Attorney Task Force Inspections
- Room-to-room inspections of residential hotels
- Initial inspections of HSA master lease residential hotels
- Systematic code enforcement of apartment buildings & hotels (routine inspections)
- Focused Code Enforcement
- Fast tracking fire safety - life hazard cases to the City Attorney

San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement

**AREAS WHERE THE SF HOUSING & BUILDING CODES
ADDRESS FIRE SAFETY HAZARDS**

- Fire escapes
- Fire extinguishers
- Fire alarm systems
- Required egress
- Fire sprinkler systems within specified areas . i.e. garbage chutes &, storage rooms
- Residential Hotel Sprinkler Ordinance
- Smoke detectors/ carbon monoxide alarms
- Combustible storage
- Self closing smoke enclosure Doors
- Manual releases for exit doors
- Exit signage & lighting

**San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement**

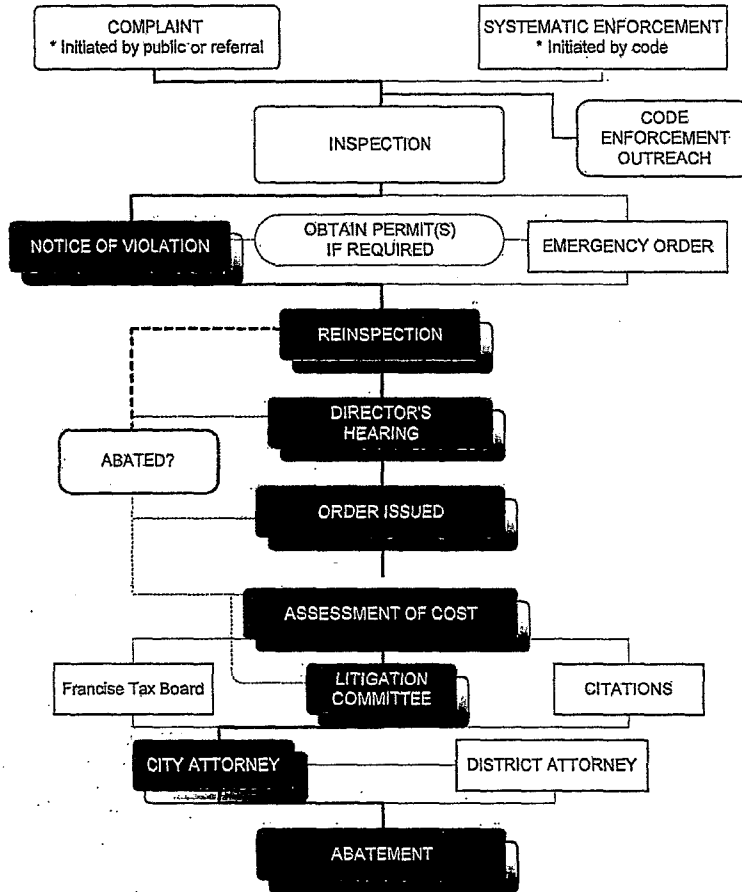
CODE ENFORCEMENT OUTREACH PROGRAM

- **CEOP AGENCIES**
 - HOUSING RIGHTS COMMITTEE
 - CAUSA JUSTA/ JUST CAUSE
 - SAN FRANCISCO APARTMENT ASSOCIATION
 - CHINATOWN COMMUNITY DEVELOPMENT CENTER
 - TENDERLOIN HOUSING CLINIC
 - MISSION SRO COLLABORATIVE
 - CENTRAL CITY SRO COLLABORATIVE
 - CHINATOWN SRO COLLABORATIVE
 - SRO FAMILIES UNITED COLLABORTIVE

- **CEOP FIRE SAFETY OUTREACH ACTIVITIES:**
 - EXPANDED FIRE SAFETY WORKSHOPS WITH SFFD
 - CODE ENFORCEMENT OUTREACH
 - ENPOWERING COMMUNITY REGARDING HEALTH & SAFETY AND CITY SERVICES

SAN FRANCISCO HOUSING CODE ENFORCEMENT OVERVIEW

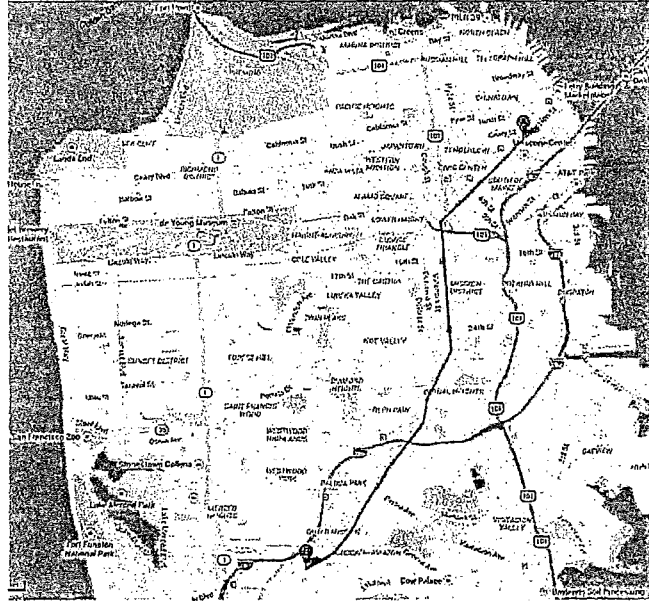
(NECESSARY TO ENSURE SAFE, FUNCTIONAL & SANITARY HOUSING)



Note: The San Francisco Housing & Building Codes provide variation of the sequence indicated above on a case by case basis.

San Francisco Fire Safety Task Force Agenda Item # 4 Fire Housing, and Building Code Enforcement

SAMPLE DBI CODE ENFORCEMENT FOCUS AREA (CEFA)
(Mission Street Corridor CEFA from 3rd Street to Sickles Avenue)



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

Fire Extinguishers:

- Proper Type
- Annual Certification/Tag

Sprinkler Systems:

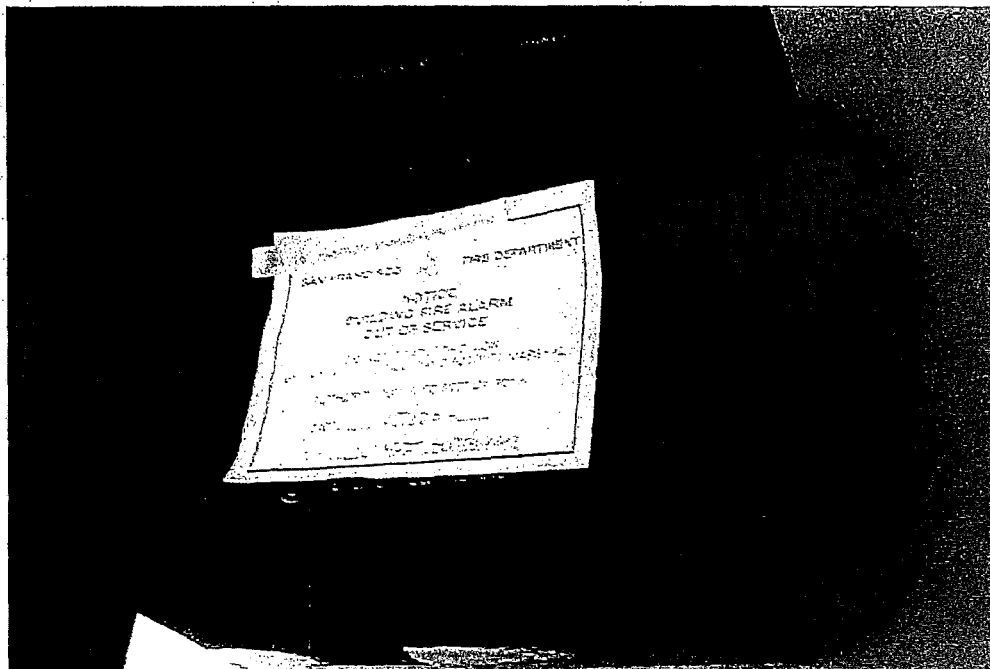
- Sprinkler maintenance
- Proper sprinkler head ceiling clearance
- Sprinklers required in:
 - garbage rooms/chutes & storage rooms/areas
 - Some dead-end corridors over twenty feet
 - Laundry chutes and linen rooms



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

Keep second means of egress clear for escape

- Doors and windows to fire escapes are operable
- No storage permitted in hallways
- Fire Escapes unencumbered, regularly serviced, and fully operational
- No double cylinder locks on exit doors
- No security bars on exit doors without a manual release
- Maintain proper exit signage



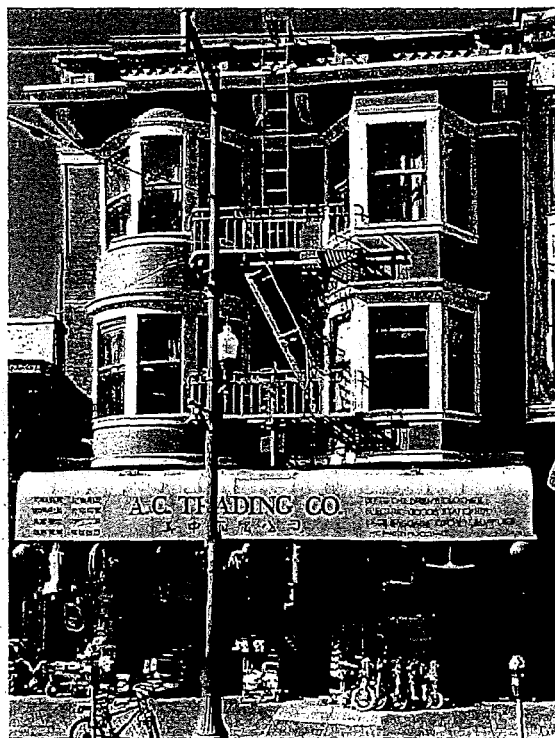
**San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement**

PADLOCKED FIRE DOORS



10

**San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement**



11

**San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement**

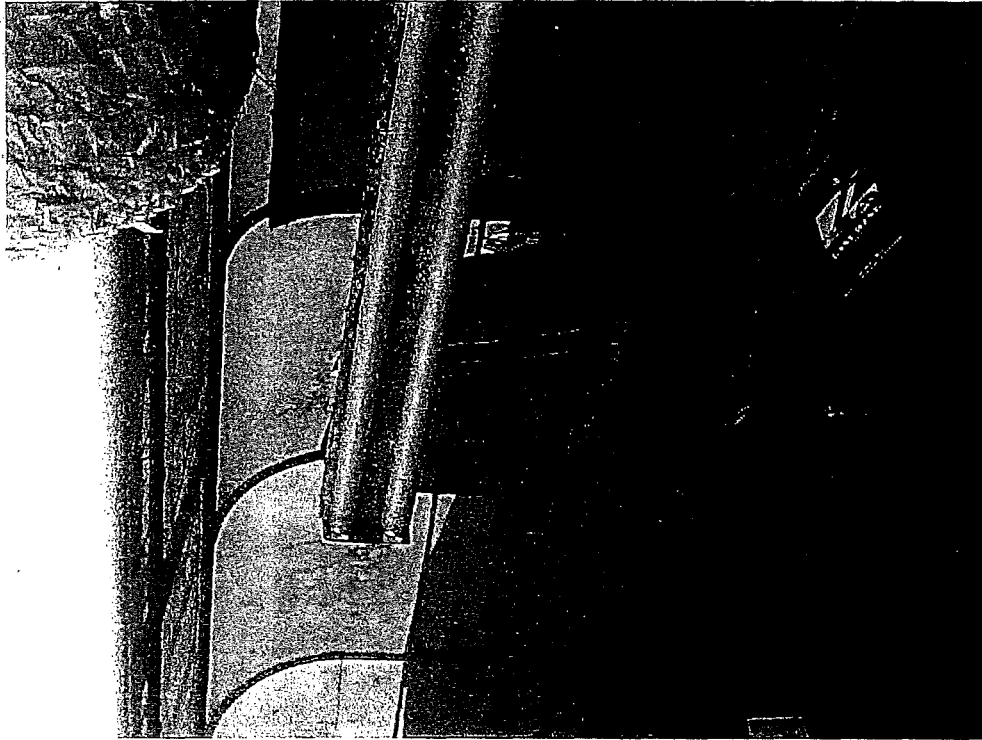


Exhibit F:

Member & Guest List

San Francisco Fire Safety Task Force (FSTF)
Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Member	Bosque	Rosemary	Department of Building Inspection	Chief Housing Inspector	558-6202 558-6220	rosemary.bosque@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Member	Briggs	David	SFPUC	Local & Regional Water System Manager	554-0754	dbriggs@sfwater.org	525 Golden Gate Av, 13th Fl San Francisco CA 94102
Member	Brown	Rich	SFFD	Lieutenant	558-3300 558-3363	richard.brown@sfgov.org	Bureau of Fire Prevention 698 Second St. San Francisco CA 94107-2015
Member	de Cossio	Dan	SFFD	Assistant Deputy Chief Fire Marshal	650-821-7869	dan.decossio@flysfo.com	SFFD HQ 698 Second Street, Room 109 San Francisco CA 94107-2015
Member	Lowrey	Dan	Department of Building Inspection	Deputy Director	558-6127	daniel.lowrey@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Member	Ojo	Johnson	DPH – BEHS	Principal Inspector	252-3858	johnson.ojo@sfdph.org	1390 Market Street, 6th Floor San Francisco, CA 94102
Guest	Allen	Ron	Department of Building Inspection	Chief Electrical Inspector	558-6028	ron.allen@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103
Guest	Amyes	Benjamin	San Francisco Human Services Agency	Disaster Response Manager Emergency Response Unit	557-5370	benjamin.amyes@sfgov.org	PO Box 7988 San Francisco, CA 94120
Guest	Bailey	Christina	Department of Building Inspection	Building Inspection	558-6135	christina.bailey@sfgov.org	1660 Mission Street, 1st Floor San Francisco, CA 94103
Guest	Bhakta	Chirag	Mission SRO Collaborative	Organizer	282-6209	chirag@dscs.org	938 Valencia Street San Francisco, CA 94110
Guest	Boyajian	Judy	City Attorney's Office	Deputy City Attorney	554-4636	judy.boyajian@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 234 San Francisco, CA 94102
Guest	Bozeman	John	Building Owners and Managers Association of San Francisco	Director, Government and Industry Affairs	362-2662 x116	johnb@boma.com	233 Sansome Street, 8th Floor, San Francisco, CA 94104

San Francisco Fire Safety Task Force (FSTF)
Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Guest	Buckley	Jeff	Mayor's Office	Senior Housing Advisor	554-7925	jeff.buckley@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 200 San Francisco, CA 94102-4689
Guest	Buscovich	Pat	Patrick Buscovich & Associates, Structural Engineers	Structural Engineer		patrick@buscovich.com	235 Montgomery St. Suite 823 San Francisco CA 94104-3105
Guest	Chu	Angela	Chinatown Community SRO Collaborative	Community Organizer Manager	984-1468	achu@Chinatowncdc.org	663 Clay St. San Francisco, CA 94111
Guest	Cleaveland	Ken	Building Owners and Managers Association of San Francisco	Vice President, Public Policy	362-2662 x111	kenc@boma.com	233 Sansome Street, 8th Floor, San Francisco, CA 94104
Guest	Cunningham	Jerry	Cunningham Engineering	Engineer		jerryc@cefire.com	334 10th Avenue San Francisco, CA 94118
Guest	Diep	Jerri	Chinatown Community SRO Collaborative	Community Organizer	346-3740	jdiep@chinatowncdc.org	663 Clay St. San Francisco, CA 94111
Guest	Fernández-Berriozábal	Raúl	SRO Families United Collaborative	Senior Coordinator	346-3740 x316	rfernandez@chinatowncdc.org	1525 Grant Ave. San Francisco, CA 94103
Guest	Fieber	Jennifer	San Francisco Tenants Union	Development & Policy Coordinator	282-6622	info.sfu.org	558 Capp Street San Francisco, CA 94110
Guest	Goossen	Carolyn	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor David Campos	554-5144 554-7729	carolyn.goossen@sfgov.org	1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, CA 94102-4689
Guest	Goss	Charlie	San Francisco Apartment Association	Government and Community Affairs Manager	255-1112	charley@sfaa.org	265 Ivy Street San Francisco CA
Guest	Harris	Sonya	Department of Building Inspection	Commission Secretary	558-6250	sonya.harris@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Hui	Tom	Department of Building Inspection	S.E., C.B.O., Director	558-6250	tom.hui@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Jayin	Carolyn	Department of Building Inspection	Secretary to the Director	558-6250	carolyn.jayin@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Jones	Micki	SFFD	Captain	575-6628	micki.jones@sfgov.org	1660 Mission Street, 4th Floor San Francisco, CA 94103
Guest	Jones	Steve	Retired	Retired Fire Fighter			PO BOX 1229 Alameda, CA 94501

San Francisco Fire Safety Task Force (FSTF)
Stakeholders: Members, Guests, and Staff

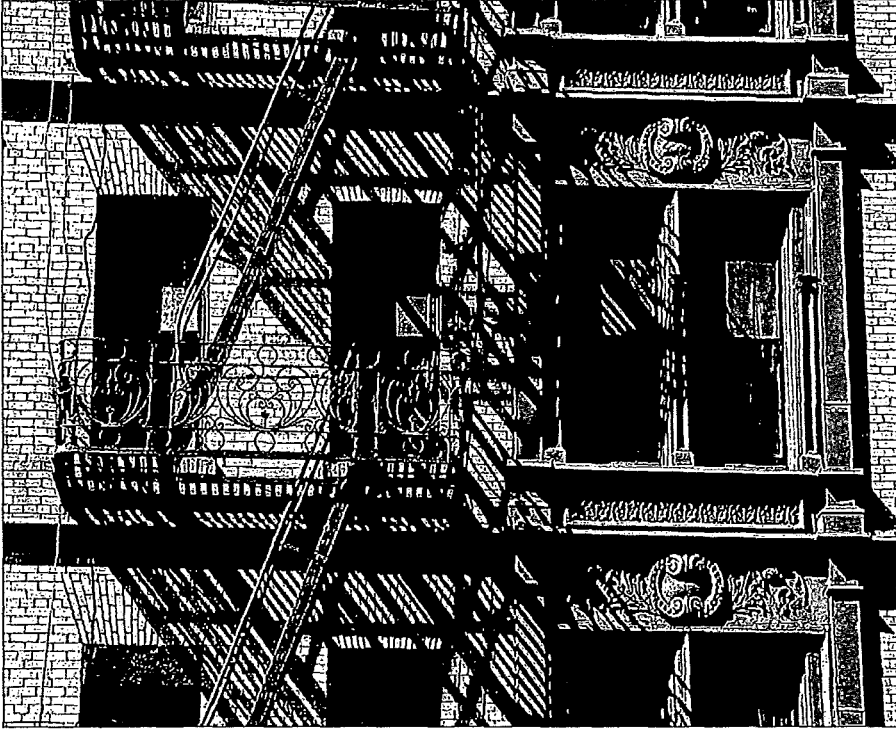
	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Guest	Kamilowicz	Henry	Occidental Express	DBI Code Advisory Committee member			1019 Howard Street San Francisco CA 94103-2806
Guest	Lakritz	Tom	City Attorney's Office	Deputy City Attorney	554-3963	tom.lakritz@sfgov.org	Fox Plaza 1390 Market Street, 6th Floor San Francisco CA 94102-5408
Guest	Lee	Ivy	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor Jane Kim	554-7970	ivy.lee@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 244 San Francisco, CA 94102-4689
Guest	Lehman	Jessica	Senior & Disability Action	Executive Director	546-1333	jessica@sdaction.org	1390 Mission Street #400 San Francisco, CA 94103
Guest	Leung	David	Department of Building Inspection	Manager, Permit Submittal & Issuance	558-6033	david.leung@sfgov.org	1660 Mission Street, 2nd Floor San Francisco, CA 94103
Guest	Lim	Victor	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor Eric Mar	554-7410	victor.lim@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 244 San Francisco, CA 94102-4689
Guest	Madjus	Lily	Department of Building Inspection	Communications Director	558-6107	lily.madjus@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103
Guest	Means	Kirk	Department of Building Inspection	Technical Services Division	575-6832	kirk.means@sfgov.org	1660 Mission Street, 1st Floor San Francisco, CA 94102
Guest	Mecca	Tommi Avicoll	Housing Rights Action Committee	Director of Counseling Programs	703-8634 x102	tmecca@hrccsf.org	417 South Van Ness Av San Francisco, CA 94103
Guest	Medina	Gabriel	MEDA Small Business Perspective	Gabriel Medina, Policy Manager	282-3334 x150	gmedina@medasf.org	2301 Mission Street, Suite 301 San Francisco, CA 94110
Guest	Meré	Yvonne	City Attorney's Office	Deputy City Attorney	554-3874	yvonne.mere@sfgov.org	1390 Market Street, 6th Floor San Francisco, CA 94102
Guest	New	Janan	San Francisco Apartment Association	Executive Director	255-2288	janan@sfaa.org	265 Ivy Street San Francisco CA
Guest	Noronha	Jadma	Mission SRO Collaborative	MSROC Program Manager	282-6209 x119	jadma@dscs.org	938 Valencia Street San Francisco, CA 94110
Guest	O'Riordan	Patrick	Department of Building Inspection	Chief Building Inspector	558-6105	patrick.oriordan@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103

San Francisco Fire Safety Task Force (FSTF)
Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Guest	Panelli	Steven	Department of Building Inspection	Chief Plumbing Inspector	558-6058	steven.panelli@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103
Guest	Reed	Jim	Century Electric	DBI Code Advisory Committee member		jim@centuryelectric.com	221 Oak St San Francisco, CA 94102
Guest	Richen	Noni	Small Property Owners of San Francisco Institute	President	647-2419	info@smallprop.org	PO Box 170669 San Francisco, CA 94117-0669
Guest	Sanbonmatsu	Jamie	Department of Building Inspection	Senior Housing Inspector	558-6186	jamie.sanbonmatsu@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Shortt	Sarah	Housing Rights Action Committee	Executive Director	703-8634 x106	info@hrccsf.org	417 South Van Ness Av San Francisco, CA 94103
Guest	Strawn	Bill	Department of Building Inspection	Legislative & Public Affairs	558-6250	william.strawn@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Tekkey	Pratibha	Central City SRO Collaborative	Director	775-7110 x103	pratibha@thclinic.org	48 Turk Street San Francisco, CA 94103
Guest	Tom	Ron	Department of Building Inspection	Deputy Director	558-6133	ronald.tom@sfgov.org	1660 Mission Street, 2nd Floor San Francisco, CA 94103
Guest	Walker	Debra	SF Building Inspection Commission	Commissioner	558-6164	C/O sonya.harris@sfgov.org Secretary Building Inspection Commission	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Wohlers	Robert	Department of Building Inspection	Housing Inspector	575-6907	robert.wohlers@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Yu	Joseph	Department of Building Inspection	Technical Services Division	558-6495	joseph.yu@sfgov.org	1660 Mission Street, 1st Floor San Francisco, CA 94103
Guest	Zamudio	Maria	Causa Justa	San Francisco Housing Rights Campaign Organizer	487-9203 x207	maria.zamudio@cjc.org	2301 Mission St, San Francisco, CA 94110
Staff	Czajkowski	Matt	Department of Building Inspection	Senior Clerk	558-6990	matt.czajkowski@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Staff	Perez	Bernedette	Department of Building Inspection	Principal Clerk	558-6165	bernadette.perez@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
ff	Rossini	Nicole	Department of Building Inspection	Senior Clerk	558-6220	nicole.rossini@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103

Exhibit G:

Stakeholder Comments



Tenant Perspectives for FSTF

Prepared for: San Francisco Fire Safety Task Force

Prepared by: Tenant Service Providers

November 5, 2015

Final Findings & Recommendations

INTERAGENCY FIRE SAFETY EDUCATION & CODE ENFORCEMENT

Tenant Perspectives

1. Increase access and transparency of SFFD Records
2. Create an online complaint tracking system for SFFD
3. SFFD BFP should impose penalties for violations to fire code
4. Created Pilot Program for Directors Hearings at SFFD
5. Interagency communication which can include SFFD forwarding inspection results to Department of Building Inspections

Increase Access and Transparency of SFFD Records

Property Inspection, Violation & Permit History Records: The Bureau of Fire Prevention currently offers members of the public an opportunity to review records and files maintained by the San Francisco Fire Department regarding property inspection, violation and permit history. However, the Property file research is only offered through an in-person appointment at the Bureau of Fire Prevention Office and requires that an appointment must be made in advance.

To ensure access to information (orders to correct a violation or to vacate a building) is available to all tenants throughout the city, we request the reconsideration of the imposed limit of two (2) street addresses per appointment. Service providers can also benefit of having files, such as FIRE INCIDENT REPORTS (NFIRS Reports), be accessible online and a link to these live in public access sites such as the San Francisco Property Information Map.

Fire Inspector Phone List & District Map: Currently this chart does not identify/name district inspector for particular area. In the interest of consistency, we recommend SFFD mirror other agencies organizational charts and phone list.

Create an online complaint tracking system for SFFD

As aforementioned, SFFD currently requires appointments to access case information on particular properties. A similar online complaint tracking system as employed by the Department of Building Inspection would be beneficial for service providers to track activity and read notes in regards to progress and process of abatement.

Emergency Communications Department: In 1999, the SFFD Emergency Medical Services (EMS) Division created a procedure to investigate complaints related to the provision of emergency medical services called the **Incident Management System (IMS)**¹ as part of its Continuous Quality Improvement (CQI) plan. The IMS provides for

¹ NIMS Components Include: • Preparedness • Communications and Information Management • Resource Management • Command and Management • Ongoing Management and Maintenance

TENANT PERSPECTIVES FOR FSTF

logging and tracking complaints, planning investigations, the development of action plans to address problems, and has comprehensive policies for reporting and documentation. The IMS does not have a specific procedure for conducting interviews or analyzing testimony and evidence, but overall the system serves as a useful model for developing a more *global template for investigating all complaints received by the Department.* **There is no similar system in place for investigating complaints related to the provision of fire suppression and technical rescue services.**² However, the logging and tracking that IMS provides can be a helpful system to investigate and monitor complaints related to fire suppression.

SFFD BFP should impose penalties for violations to fire code

Currently, notice of violations are issued sparingly and at the discretion of a fire code official, Pursuant to Section 109.4 of the San Francisco Fire Code a fire code official "*may* prepare a written notice of violation, which shall identify the code sections violated, describe the violation, *and where applicable* require correction of the violation."

We recommend that the SFFD consistently makes use of the remedies available under the SF Fire Code Section 109.3 [For SF] "The fire code official may enforce the provisions of this code by: issuing a notice of violation under Section 109.4; issuing an administrative citation under Section 109.5; and exercising criminal arrest and citation authority under Section 109.6." Pursuant to Section 109.5.3 and in regards to the allocation of administrative citation fines, **all fines and late payment fees shall be payable to the Fire Department and shall be used to support fire safety and prevention programs.**

The 2010 San Francisco Fire Code findings of local conditions ascertained that (2) Certain buildings/occupancies in San Francisco are at increased risk of fire due to high density of buildings on very small lots, with many buildings built up to the property lines; (3) The topography of San Francisco has led to development of a high density of buildings on small lots, necessitating special provisions for exiting, fire separation, or fire-resistive construction; (4) Many buildings are built on steep hills and narrow streets, requiring special safety considerations; (5) Additional fire, structural and other protection is required due to high building density and crowded occupancy; Because of the great density of buildings, occupants, and pedestrians in San Francisco, fires in San Francisco can be especially devastating.

As such, we recommend there is a particular focus on the documentation "*Fire escape obstructions. Fire escapes and related balconies, ladders, landings, and operating devices shall not be obstructed in any manner. No object shall be stored on or attached to a fire escape without the approval of the fire code official.*" (Section 1030.2.1)

Create pilot program for Directors Hearings at SFFD that mirror existing Directors Hearings at other agencies.

² DESIGNING A COMPLAINT INVESTIGATION PROCEDURE FOR THE SAN FRANCISCO FIRE DEPARTMENT EXECUTIVE ANALYSIS OF FIRE DEPARTMENT OPERATIONS IN EMERGENCY MANAGEMENT p. 7

The Department of Building and Housing Inspection Services hosts a weekly directors hearing for outstanding violations. Hearing for Notices of Violation pursuant to Section 109.4.3, could be scheduled in this order and apply similar liens and penalties issued at these DBI Directors Hearings. SFFD should be able to issue penalties by for non compliance of notices of correction. Allowance of time in regards to the continuance of a matter can also be reexamined, as currently the fire code official may promulgate procedures for appeal hearings after a noticed public hearing.

To this end, we recommend that SF Fire and Housing codes be amended to clearly delineate testing of fire equipment and inspection timeframes. Currently, the notice of violation *may* set a period of time that is *reasonable* to remedy the violation and the fire code official may re-inspect the property to verify that the person responsible has made the required correction.

Interagency communication which can include SFFD forwarding inspection results to Department of Building Inspections

Currently, records for incidents that are "under investigation" may not be released to the public but we recommend there be a consideration to share these during the investigation process and the corresponding report with other city agencies.

For interagency collaboration, we recommend a reconsideration of referral fees pursuant to section 113.9.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No: 554-5163
TDD/TTY No. 554-5227

May 2, 2016

File No. 160422

Sarah Jones
Environmental Review Officer
Planning Department
1650 Mission Street, 4th Floor
San Francisco, CA 94103

Dear Ms. Jones:

On April 26, 2016, Supervisor Campos introduced the following legislation:

File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

This legislation is being transmitted to you for environmental review.

Angela Calvillo, Clerk of the Board

A handwritten signature in cursive script, appearing to read "Erica Major".

By: Erica Major, Assistant Committee Clerk
Public Safety and Neighborhood Services Committee

Attachment

c: Joy Navarrete, Environmental Planning
Jeanie Poling, Environmental Planning

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Tom Hui, Director, Department of Building Inspection
Sonya Harris, Secretary, Building Inspection Commission

FROM: Erica Major, Assistant Committee Clerk, Public Safety and Neighborhood
Services Committee, Board of Supervisors

DATE: May 2, 2016

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Public Safety and Neighborhood Services Committee has received the following legislation introduced by Supervisor Campos on April 26, 2016:

File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

The proposed ordinance is being transmitted pursuant to Charter Section D3.750-5 for public hearing and recommendation. It is pending before the Government Audit and Oversight Committee and will be scheduled for hearing upon receipt of your response.

Please forward me the Commission's recommendation and reports at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: William Strawn, Department of Building Inspection
Carolyn Jayin, Department of Building Inspection

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Maureen Conefrey, Fire Commission

FROM: Erica Major, Assistant Committee Clerk, Public Safety and Neighborhood Services Committee, Board of Supervisors

DATE: May 2, 2016

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Public Safety and Neighborhood Services Committee has received the following proposed legislation introduced by Supervisor Campos on April 26, 2016:

File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

The proposed ordinance is being transmitted pursuant to the attached legislation, Board of Supervisors File No. 160422, for public hearing and consideration. It is pending before the Public Safety and Neighborhood Services Committee and will be scheduled for hearing upon receipt of your response.

Please forward me the Commission's recommendation and reports at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Barbara A. Garcia, Director, Department of Public Health
John Rahaim, Director, Planning Department

FROM: Erica Major, Assistant Committee Clerk, Public Safety and Neighborhood Services Committee, Board of Supervisors

DATE: April 12, 2016

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Public Safety and Neighborhood Services Committee has received the following proposed legislation, introduced by Supervisor Campos on April 26, 2016:

File No. 160422

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attics when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Referral from the Office of the Clerk of the Board
Public Safety and Neighborhood Services Committee
May 2, 2016
Page 2

C:
Barbara A. Garcia, Department of Public Health
Scott Sanchez, Planning Department
Sarah Jones, Planning Department
AnMarie Rodgers, Planning Department
Aaron Starr, Planning Department
Joy Navarrete, Planning Department
Jeanie Poling, Planning Department

COB, GAO, Leg
Dep

Member, Board of Supervisors
District 3



City and County of San Francisco

AARON PESKIN

DATE:	July 15, 2016	2016 JUL 15 AM 11:21 BOARD OF SUPERVISORS SAN FRANCISCO
TO:	Angela Calvillo Clerk of the Board of Supervisors	
FROM:	Supervisor Aaron Peskin Chairperson <i>AP</i>	
RE:	Government Audit and Oversight Committee COMMITTEE REPORTS	

Pursuant to Board Rule 4.20, as Chair of the Government Audit and Oversight Committee, I have deemed the following matters are of an urgent nature and request they be considered by the full Board on July 26, 2016, as Committee Reports:

160422 Fire, Housing, Building Codes - Fire Safety Requirements for Existing Buildings

Ordinance amending the Fire Code and the Housing Code to require building owners provide tenants with an annual written notice of smoke alarm requirements and require building owners file a statement of compliance with annual fire alarm testing and inspection requirements every two years; amending the Fire Code and Building Code to require building owners to upgrade existing fire alarm systems by July 1, 2021, or upon completion of \$50,000 or more of construction work, whichever occurs earlier; amending the Building Code to require owners of Apartment Houses damaged by fire to submit an Action Plan to the City within 30 days of the fire and requiring owners of buildings in Group R occupancies with six or more units to install fire blocks in open accessible attic when performing \$50,000 or more of construction work; affirming the Planning Department's determination under the California Environmental Quality Act; making findings under the California Health and Safety Code; and directing the Clerk of the Board of Supervisors to forward this ordinance to the California Building Standards Commission upon final passage as required by State law.

160514 Accept and Expend Grant - State Transportation Development Act; Article 3 - Pedestrian and Bicycle Projects - \$995,524

Resolution authorizing the acceptance and expenditure of a State Transportation Development Act, Article 3, Pedestrian and Bicycle Project grant, in the amount of \$995,524 including \$497,762 for Public Works and \$497,762 for the San Francisco Municipal Transportation Agency, for a three-year period of July 1, 2016, through June 30, 2019.

160661 Settlement of Lawsuit - Wayne Kappelman - \$176,275

Ordinance authorizing settlement of the lawsuit filed by Wayne Kappelman against the City and County of San Francisco for \$176,275; the lawsuit was filed on September 2, 2014, in United States District Court, Northern District of California, Case No. 14-CV-04434 MEJ; entitled Wayne Kappelman v. City and County of San Francisco; the lawsuit involves an employment dispute.

160703 Settlement of Lawsuit - Muaadh Alawadhi and Suad Mahyoub - \$156,250

Ordinance authorizing settlement of the lawsuit filed by Muaadh Alawadhi and Suad Mahyoub against the City and County of San Francisco for \$156,250; the lawsuit was filed on January 7, 2015, in San Francisco Superior Court, Case No. CGC-15-543559; entitled Muaadh Alawadhi, et al. v. City and County of San Francisco, et al.; the lawsuit involves alleged medical negligence; other material terms of the settlement are co-defendant Regents of the University of California to pay \$156,250.

160704 Settlement of Lawsuit - Ricardo Palikiko-Garcia, Stanley Harris, and Keith Dwayne Richardson - \$90,000

Ordinance authorizing settlement of the lawsuit filed by Ricardo Palikiko-Garcia, Stanley Harris, and Keith Dwayne Richardson against the City and County of San Francisco for \$90,000; the lawsuit was filed on March 16, 2016, in United States District Court for the Northern District of California, Case No. C16-1305 JCS; entitled Ricardo Palikiko-Garcia, et al. v. City and County of San Francisco, et al.; the lawsuit involves allegations of excessive force, cruel and unusual punishment, and egregious government conduct.

160705 Settlement of Lawsuit - Blue Cross of California and Anthem Blue Cross Life and Health Insurance Company - City to Receive \$6,250,000 and Future Payments

Ordinance authorizing settlement of the lawsuit filed by the City Attorney, acting on behalf of the People of the State of California, against Blue Cross of California dba Anthem Blue Cross, Anthem Blue Cross Life and Health Insurance Company (collectively, "Blue Cross") and Health Net of California for the payment by Blue Cross of \$6,250,000 in restitution and civil penalties for under-reimbursing Zuckerberg San Francisco General Hospital and Trauma Center ("ZSFG") for emergency medical care provided to Blue Cross's insureds prior to July 1, 2015, and for the payment of additional amounts for such emergency medical care provided between July 1, 2015, and June 30, 2019; the lawsuit was filed on May 24, 2011, in San Francisco Superior Court, Case No. 11-511181; entitled People of the State of California v. Blue Cross of California, et al.; other material terms of said Settlement are that Blue Cross and the City will enter into a prompt payment agreement under which Blue Cross agrees to pay and ZSFG agrees to accept certain specified rates for treatment provided by ZSFG to Blue Cross's insureds for emergency medical services rendered from July 1, 2015, through at least June 30, 2019.

160706 Settlement of Lawsuit - State Farm General Insurance Company - \$90,000

Ordinance authorizing settlement of the lawsuit filed by State Farm General Insurance Company against the City and County of San Francisco for \$90,000; the lawsuit was filed on February 13, 2014, in San Francisco Superior Court, Case No. CGC-14-537478; entitled State Farm General Insurance Company v. City and

County of San Francisco; the lawsuit involves alleged property damage arising From flooding.

160707 Settlement of Lawsuit - Paul Walker - \$80,000

Ordinance authorizing settlement of the lawsuit filed by Paul Walker against the City and County of San Francisco for \$80,000; the lawsuit was filed on November 10, 2015, in United States District Court, Northern District, Case No. CV-15-5129-JCS; entitled Paul Walker v. City and County of San Francisco; the lawsuit involves alleged Americans with Disabilities Act violations.

160708 Settlement of Lawsuit - Mery Perez - \$87,500

Ordinance authorizing settlement of the lawsuit filed by Mery Perez against the City and County of San Francisco for \$87,500; the lawsuit was filed on February 9, 2015, in San Francisco Superior Court, Case No. CGC-15-544024; entitled Mery Perez v. City and County of San Francisco; the lawsuit involves a medical malpractice claim; other material terms of the settlement are that co-defendant Dr. Derrick Lung is to pay \$87,500.

**160709 Settlement of Lawsuit - People of the State of California
\$250,000**

Ordinance authorizing settlement of the lawsuit filed by the People of the State of California against the City and County of San Francisco for \$250,000; the lawsuit will be filed in Alameda County Superior Court; and be entitled People of the State of California v. San Francisco Public Utilities Commission and the City and County of San Francisco; the lawsuit involves alleged violations of California pollution prevention and hazardous materials laws at Public Utilities Commission facilities near Sunol in Alameda.

**160738 Settlement of Lawsuit - Gary Frank and Debbie Frank -
\$245,000**

Ordinance authorizing settlement of the lawsuit filed by Gary Frank and Debbie Frank against the City and County of San Francisco for \$245,000; the lawsuit was filed on September 16, 2014, in San Francisco Superior Court, Case No. CGC-14-541671; entitled Gary Frank and Debbie Frank v. City and County of San Francisco, et al.; the lawsuit involves alleged property damage arising from flooding.

160770 Settlement of Lawsuit - Sadeq Naji - \$30,000

Ordinance authorizing settlement of the lawsuit filed by Sadeq Naji against the City and County of San Francisco for \$30,000; the lawsuit was filed on February 3, 2015, in San Francisco Superior Court, Case No. CGC 15-543936; entitled Sadeq Naji v. City and County of San Francisco; San Francisco Public Library; the lawsuit involves an employment dispute.

**160793 Resolution of Intention - Central Market Community Benefit District -
Modify the Management Plan and Engineer's Report**

Resolution declaring the intention of the Board of Supervisors to modify the management district plan and engineer's report for the property-based business improvement district (community benefit district) known as the "Central Market Community Benefit District" to remove the district-wide cap on annual assessment revenues; ordering and setting a time and place for a public hearing

thereon; approving the form of the Notice of Public Hearing and Assessment Ballot Proceeding and Assessment Ballot; and directing the Clerk of the Board of Supervisors to give notice of the public hearing and balloting as required by law.

These matters will be heard in the Government Audit and Oversight Committee on July 21, 2016, at 9:30 a.m.

President, District 5
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-7630
Fax No. 554-7634
TDD/TTY No. 544-5227

BOS-11, COB,
LEG. REP. AD, PONS,
Dep City Atty,
ma

London Breed

PRESIDENTIAL ACTION

Date: 7/13/2016

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,

Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. _____ (Primary Sponsor)

Title. _____

Transferring (Board Rule No. 3.3)

File No. 160422 Campos
(Primary Sponsor)

Title. Fire, Housing, Building Codes - Fire Safety Reg

From: Public Safety & Neighborhood Services Committee

To: Government Audit & Oversight Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor _____

Replacing Supervisor _____

For: _____ Meeting
(Date) (Committee)

2016 JUL 13 PM 4:53
BY BO
BOARD OF SUPERVISORS
SAN FRANCISCO

London Breed, President
Board of Supervisors

Print Form

Received in Board
4/26/16 - BS

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

Campos, Kim, Yee, Tang, Breed, *Werner*

Subject:

Fire, Housing, Building Codes- Fire Safety Requirements for Existing Buildings

The text is listed below or attached:

Please see attached ordinance.
I kindly request that this be sent to the Public Safety and Neighborhood Services

Signature of Sponsoring Supervisor: *[Signature]*

or Clerk's Use Only:

